

**TRI-LAKES MONUMENT FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

15455 Gleneagle Drive, Suite 230  
Colorado Springs, CO 80921  
Bus: 719.484.0911 Fax (HIPAA) 719.481.3456



Jake Shirk, President

Roger Lance, Vice- President  
Dr. John Hildebrandt, Treasurer  
Michael Smaldino, Secretary

Tom Tharnish, Director  
Terri Hayes, Director  
Jason Buckingham, Director

**MEETING MINUTES**

Meeting Date/Time: January 25, 2017, 6:30P

LOCATION: Station 1, 18650 Hwy 105, Monument, CO 80132

- I. **Call to Order (6:30pm)**
- II. **Pledge of Allegiance**
- III. **Roll Call** – Present: Smaldino, Tharnish, Buckingham, Lance, Shirk, Hayes (6:36pm)  
Absent: Hildebrandt (excused)
- IV. **Approval of Agenda**  
Agenda reviewed and approved. (Lance: 5-0)
- V. **Approval of Minutes**
  - Regular meeting – December 7, 2016. (Smaldino: 5-0).
  - Special meeting – January 18, 2017. (Lance: 5-0).
- VI. **Financial Report** – both Nov and Dec 2016 presented  
Reports reviewed and approved. (Lance: 6-0).
- VII. **Items not on the Agenda – Board/Citizen/Staff Comment**  
(Individuals will be kept to a 3 min time limit)
  - a. President Shirk recapped “meet and greet” with Wescott Board of Directors at the special meeting held on January 18, 2017.
  - b. JMartin introduced the district bookkeeper, Jenny Bilbrey.
- VIII. **New Business**
  - a. Administrative Battalion Chief Job Description-  
**MOTION: to approve the Administrative Battalion Chief Job Description.** (Lance: 6-0).
  - b. Wescott Fire letter discussion- discussion regarding Wescott FPD’s desire to charge TLMFPD for certain calls within the TLMFPD district.
- IX. **Old Business**
  - a. Director Lance asked for an update at the next board meeting on moving administration back to Monument.
- X. **Chief’s Report**
  - a. Hiring update presented by Deputy Chief Trost. Three new hires to start January 30, 2017 and begin academy at West Metro FD on January 31, 2017. Four of TLMFPD Officers to instruct at the academy. Discussion to possibly hire a 4<sup>th</sup> firefighter and send to CSFD academy in March since one hire scheduled for January hire declined employment at the last minute.

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- b. Lieutenant promotional process discussed. Packets to be distributed on 1/30/17 and process set to close in June.
  - c. Engineer process complete. Next board meeting will announce Engineer promotion.
  - d. BC Keough reported quotes to fix outdoor lighting at all three stations.
  - e. Mill levy meeting scheduled with executive staff on February 14, 2017.
  - f. January 2, house fire on Raspberry Lane. Two people trapped on second floor. Deputy Chief Trost said "Crew saved the people and our guys did an awesome job. They made a quick hit on the fire."
- XI. **Future Agenda Items**
- a. Public Hearing regarding inclusions
  - b. Wescott update
  - c. Announce Engineer promotion
  - d. Report on status of moving administration back to the district
- XII. **MOTION: To enter in to Executive Session** - Pursuant to C.R.S. Section 24-6-402(4)(b) with counsel for the District for legal advice on status of impact fees. (Smaldino: 6-0, 7:46 pm).
- XIII. Adjournment (8:55p)