

**Carbon County Fire Protection District
Regular Meeting, Monday, July 17, 2023. 6:30 PM
Saratoga Community Center**

MEETING MINUTES

1. Call to order / Roll Call – called to Order at 18:30

- a. President Homer Beach – present
- b. Vice President Jim Piche – present
- c. Secretary / Treasurer Courtney Ney – present
- d. Pat Waliser – present
- e. Cory Nuhn – present

Other guests present:

- f. Warden John Rutherford
- g. Attorney Megan Goetz
- h. Sheriff Alex Bakken
- i. Tonya Jaure

2. Additions/Corrections to the Agenda

- a. Add Tonya Jaure to agenda

3. Introduction of Guests/Presentations

- Public Comment (limit 5 min)
- Alex Bakken – happy to attend the meeting – schedule a time to meet about lease agreement for garage at IJC.
 - Discussion about security and cameras on site
 - County Maintaining the server on location
- Tonya Jaure – website proposal
 - Discussion about website proposal
 - Jim Piche made a motion to consider the two proposals we have and advertise for additional input to be as transparent as possible. District will issue an RFP to the public for proposals due Aug 3rd. – Cory 2nd – motion passed.

4. Approval of Previous Meeting Minutes

- a) Budget Hearing minutes from June 19, 2023
- b) Meeting minutes from June 19, 2023
- c) Meeting minutes from Special Meeting, June 30, 2023
 - a. Motion to approve the meeting min from both June 19th meetings and June 30th made by Cory – 2nd by Pat – motion passed.

5. Correspondence

- a. Present Correspondence – Saratoga 100th Anniversary Party this Sat. July 22nd in Saratoga.

6. Treasurers Report

- a. Treasurer Financial Report – discussion about adding another signer to the checking account and which board member that may be.
 - i. Discussion about getting another Debit Card and giving Warden Rutherford some purchasing power to a certain amount.
- b. Approval of Bills – motion to approve bills made by Cory – 2nd by Jim – motion passed.
 - i. Hofmann & Ramsey
 - ii. Pence and MacMillan LLC
 - iii. MacPherson & Thompson
- c. Update on Budget – budget submitted to County and the Dept. of Audit – received and accepted.

7. Attorney Report

- Update on legal matters – ways to reduce cost of attorney’s fees as it comes to travel and reimbursement expenses.
 - Discussion regarding Warden Rutherford and his job duties and responsibilities in regards to spending, discipline and supervisory role to employee.

8. Fire Warden Report

- Description of equipment and/or purchases made for new office
- I hereby motion to ratify and approve the expenditures described and made by Warden Rutherford on behalf of the District made by Courtney – 2nd by Jim – motion passed.
- Jim made a motion to finalize the design of District patch – Cory 2nd – Motion passed.
- Discussion about internet for the new building and working on quotes. Pat will make some phone calls and John will continue to communicate with Spectrum.
- Computer for new employee is here – County IT will help get it all set up.
- Board gives John approval to purchase flags (US & WY) for the new building.
- Getting set up for Background checks – need a valid phone number to finalize that.

9. Old Business

- Email Addresses for Board – update google plan – add email for John Rutherford.

10. New Business

- Personnel announcements and introduction – none

11. Board Discussion

12. Executive Session

- “I move for the Board to enter into executive session pursuant to Wyoming Statute §16-4-405(a)(vii) made by Jim – 2nd by Cory – motion passed.
- I move to exit executive session noting no action was taken and approve and seal minutes from executive session made by Jim – 2nd by Pat

13. Any Further Business / Good of the order

- Presentation by Legal Counsel of Proposed lease for office space
- I hereby move to authorize legal counsel and President Beach to finalize a lease agreement with the Carbon County Commissioners for Office Space in the Interim Justice Building in substantial compliance with the proposed lease presented by legal counsel made by Jim – 2nd by Courtney – motion passed.

14. Adjourn at 20:24

- Next meeting: August 7, 2023, 6:30pm
 - Location: Saratoga Community Center