

**Carbon County Fire Protection District**  
**Regular Meeting, Thursday, November 2, 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. Interim Chief John Rutherford – present
- g. Attorney Megan Goetz - present via zoom
- h. Commissioner Sue Jones – present
- i. Admin. Assistant Tara Williams – present

**2. Additions/Corrections to the Agenda – no changes – motion to approve agenda made by Jim – 2<sup>nd</sup> by Cory – motion carried.**

**3. Introduction of Guests/Presentations**

- Public Comment (limit 5 min) - none

**4. Approval of Previous Meeting Minutes**

- Meeting minutes from October 19, 2023. Motion made to approve minutes as presented made by Jim – 2<sup>nd</sup> by Pat – motion carried.

**5. Correspondence**

- a. Present Correspondence – some citizen questions about property taxes but that's all.

**6. Treasurers Report**

- a. Treasurer Financial Report – Courtney will present current financials at the 2<sup>nd</sup> meeting of the month.
- b. Approval of Treasurer's Report from Sept 30 – motion made by Jim – 2<sup>nd</sup> by Pat – motion passed.
- c. Approval of Bills – motion to approve bills made by Cory – 2<sup>nd</sup> by Pat – motion carried
  - i. Spectrum \$157.96
- d. RNB Application for Deposit of Public Funds – received and on file

**7. Attorney Report**

- Update on legal matters
  - Attorney is working on a policy for depository accounts – will report on more at the next meeting.

- Updating and working on inventory list from the county.
- Update on Website – a contract was prepared – some input was sent back from Tonya and Megan will review and present more at the next meeting.

#### **8. Interim Chief Report**

- a. Signs are progressing – mock ups look fantastic.
- b. County came down and collected some belongings so that created some space.
- c. Need some equipment for maintenance in the building, such as ladders and some cleaning supplies.
- d. The Garage heaters might need some maintenance before it gets cold
- e. Nov 7<sup>th</sup> Commissioners meeting – will present a plaque for 55 years of service to an individual from Sinclair.

#### **9. New Business**

- Conference table and chairs for the boardroom at administration office – researching for some affordable options.
- Wyoming CLASS info – Jim presented that Wyoming Class is a government pooling of resources for funding throughout the state.
  - Motion made that the Board will issue a RFP from Financial institutions for the board to review made by Jim – 2<sup>nd</sup> by Cory – motion passed.
- Permission for Admin. Assistant and Interim Chief to start employee/volunteer paperwork

#### **10. Board Discussion – none**

#### **11. Executive Session**

- I move for the Board to enter into executive session pursuant to Wyoming Statute §16-4-405(a)(vii).” Inviting Attorney Goetz, Chief Rutherford, Sue Jones & Assistant Tara Williams to attend – made by Jim – 2<sup>nd</sup> by Cory.
- “I move to exit executive session noting no action was taken and approve and seal the minutes.” Made by Jim – 2<sup>nd</sup> by Pat – motion carried.

#### **12. Any Further Business / Good of the order**

#### **13. Adjourn – motion to adjourn made by Jim, 2<sup>nd</sup> by Pat – Motion passed.**

- Next meeting: Thursday, November 16, 2023, 6:30 pm
  - Location: Saratoga Community Center