

**Carbon County Fire Protection District  
Regular Meeting, Thursday, September 7, 2023. 6:30 PM  
Saratoga Community Center**

**AGENDA**

**1. Call to order / Roll Call**

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

Other guests present:

- f. Warden John Rutherford
- g. Attorney Megan Goetz
- h. Commissioner Sue Jones
- i. Admin. Assistant Tara Williams

**2. Additions/Corrections to the Agenda**

**3. Introduction of Guests/Presentations**

- Public Comment (limit 5 min) -none

**4. Approval of Previous Meeting Minutes**

- Meeting minutes from September 7, 2023.

**5. Correspondence**

- a. Present Correspondence

**6. Treasurers Report**

- a. Treasurer Financial Report
- b. Approval of Bills
  - i. Hofmann & Ramsey
  - ii. Pence & MacMillan LLC
  - iii. Other?
- c. Update on Budget
  - i. Budget Publication Notice is due to the Department of Audit on September 29, 2023 (Normally due on Sept. 30, but it falls on a Saturday).

**7. Attorney Report**

- Update on legal matters –
  - Update on the documents that are in the works. (MOU with the Sheriff's Office, Lease Agreement, Employment agreement, etc.)
  - Update on the MOU with the Sheriff's Office and specifics to be detailed on the document,

## **8. Fire Warden Report**

- Warden Rutherford
- Description of equipment and/or purchases made for new office

## **9. Old Business**

- Lease agreement for IJC with County
- Website – discussion with Tonya about what we want the website to do/feature, and key things we need to be able to do with/on the website.
- conversation regarding the need of training on Microsoft 365(Excel, Word, etc.) for Admin Assistant & John Rutherford

## **10. New Business**

- Personnel announcements and introduction
- Start a conversation about the operation of Search & Rescue between the Sheriff and District.
- Status of the agreement to take over county assets.
- Status of shared employee agreement with the county
- Start a conversation about putting together a committee for negotiating with municipalities.
- Budget Publication Notice is due to the Department of Audit on September 29, 2023 (Normally due on Sept. 30, but it falls on a Saturday).

## **11. Board Discussion**

- Agreement between Sheriff and District on garage use.
- Status of agreement to take over county assets.
- Status of shared employee agreement with county

## **12. Executive Session**

## **13. Potential Motion(s):**

- I move for the Board to enter into executive session pursuant to Wyoming Statute §16-4-405(a)(vii)."
- "I move to exit executive session noting no action was taken".
- "I move to approve and seal minutes from executive session".

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

## **15. Adjourn**

- Next meeting: Thursday, October 5, 2023, 6:30pm
  - Location: Saratoga Community Center