

# **Fremont County Fire Protection District**

## **Commissioner's Meeting December 13, 2022, 7:00 p.m.**

Present were Fremont County Fire District Board Chair Paul Downey, Vice-Chair John Campbell, Treasurer James Downing, Deputy Chief Dan Oakley, Office Manager Colleen Forbis, Dave Becker representing Albright Becker & Stoddard, Inc., and Kelly Gardner. District Chief Craig Haslam was present via Zoom. Additional people in the audience was Jerry Bornhoft from Jerry Bornhoft Construction, Colleen Nelson from Nelson Architects, Eric Andrews from Summit West CPA Group P.C., and District Maintenance Supervisor Brian Markowski.

Jerry Bornhoft and Colleen Nelson discussed a time frame to finalize the Crowheart Fire hall. After much discussion regarding occupancy and completion, it was decided to meet on the District's January 10, 2023 regular meeting date. This will allow time for the Truck Fill Pump and the punch list to be completed. John stated that he does not want to move in or accept occupancy until it is completed.

### **Review of Previous Meeting Minutes:**

The minutes of the November 22, 2022 regular board meeting were presented. James moved to approve the November 22, 2022 minutes as presented. John seconded. All were in favor and the motion carried.

### **Treasurer's Report and Payment of Bills:**

Dave Becker presented the Treasurer's Report. Vouchers presented this evening are vouchers 41646 through 41720 with no voided vouchers. All of these checks total \$266,049.30. Ending Checking account balance after these vouchers is \$824,260.08. John moved to accept the Treasurers report, pay vouchers 41646 through 41720, and transfer \$424,000.00 from the Checking Account to the WyoStar Account and \$400,000.00 from the Checking account to the Market Manager Account. James seconded. All were in favor and the motion carried.

Chief Haslam left the Zoom meeting to return to his class.

### **Old Business:**

Eric Andrews presented the Final Draft of the 2022 Audit Report. He explained each page, and answered questions.

John moved to accept the Final Draft of the 2022 Audit Report. James seconded. All were in favor and the motion carried.

Brian Markowski reviewed a short punch list for the Crowheart Firehall and the Truck Fill Pump that should be completed next week. Once this is all done, there will be another walk through. Dan will walk through also.

### **New Business:**

Colleen presented the 2023 Holiday Calendar. John moved to accept the 2023 Holiday Calendar as presented. James seconded. All were in favor and the motion carried.

**District Chief's Report:**

Chief Haslam was absent.

**District Deputy Chief's Report:**

Dan reported that the shop staff were busy plowing snow. Truck #191 is down again. Craig and Dan attended Rural Fire Meeting in Casper and went over what was discussed. So far the count for the upcoming FF1 Academy is 13 students.

Chief Haslam will be out of the office the last week of December.

John asked about getting a Class A suit for Kelly Gardner who will start his term January 1, 2023

**Office Manager:**

Colleen reported signature cards for the new commissioner are being prepared, as well as the treasurers bond.

She reviewed the January meeting agenda and dates for Banquet were discussed but not decided.

She will be on Vacation the last week of December also.

**Other Business:****Adjournment:**

James moved to adjourn at 8:20 p.m. to sign checks. John seconded. All were in favor and the motion carried.

Respectfully submitted:

Colleen L. Forbis  
Office Manager

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Paul J. Downey

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James Downing

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John W. Campbell