

**HANOVER FIRE PROTECTION DISTRICT**  
**July 11, 2023**

*This meeting is being recorded to assist in the production of meeting minutes.*

1. CHANGES TO AGENDA/POSTPONEMENTS
2. PUBLIC COMMENT:
3. APPROVAL OF THE MINUTES FROM June
4. REGULAR BUSINESS:
  - a. Treasurer's Report for July
  - b. Chief's Report
5. OLD BUSINESS:
  - a. Tri Lakes engine
  - b. District Board Audit
  - c. Reporting software
  - d. Audit
  - e. New Truck Update
  - f. Attorney Update
  - g. New Solar Project
  - h. Christmas Gifts 2023
  - i. Palmer Solar Project
6. NEW BUSINESS:
  - a. Agenda Changes / Email exchanges
  - b. SDA Conference
  - c. Pump, Hose and Ladder Testing
  - d. Hail Damages
7. OTHER BUSINESS:
8. FUTURE AGENDA ITEMS:
9. BOARD COMMENTS
10. ADJOURNMENT





**Hanover Fire Protection District**  
**13325 Old Pueblo Road**  
**Fountain, CO 80817**  
**(719) 382-1900**



### **Building plan reviews / Inspections (No Updates)**

1. GCC waste tire recycling
  - a. They have finished the mono fill and is working with the State to close that part down. They are in the planning phase to build about a 16,000 sq ft building to process cardboard, plastics, and other commercial material to shred for a fuel source for there plant in Pueblo.
2. Palmer Solar
  - a. They are building a small pole barn for maintenance and supplies. On July 20<sup>th</sup> they are going to start turning on solar production as they complete each site.

### **Equipment Testing (No Updates)**

### **Personal (NTR)**

### **Grants (NTR)**

### **Training**

1. Firefighter 1
  - a. Chris passed his firefighter 1 written exam. He and Tamara will be doing their State JPR hands on test at the end of the month.
2. IV Training
  - a. Gary and AJ have started there IV training and should have that certification completed by the end of the month.
3. Fire officer 1
  - a. Jesse has his started his Fire Officer 1 training.

### **Radios (NTR)**



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### **Old Items (Still Working)**

1. SDA training
  - a. Board and Chiefs conference / training
    - i. SDA Annual Conference 12-14 September
    - ii. Registration has been completed. All meals are paid for this event.
    - iii. Lodging has been done and we can check on the 11<sup>th</sup> of September and check out will be on the 14<sup>th</sup>. The event will be completed by noon.
2. Agency SOP / By-laws
  - a. The Deputy Chief and I are working on updating the department SOP's and merging some of the volunteer by-laws into department revised SOP's.
  - b. The by-laws are being reviewed by the volunteer committee and making recommendations. Once the By-laws are done then we will be able to complete the SOP's
3. New 3512
  - a. Watts should have the rest of the lights in by 12 July 2023. We should have the truck in the shop the following week for the install. Once the install is complete, we will start getting the equipment installed on the truck. We should have the truck in-service in about 30 – 45 days.
4. Pump, Hose and Ladder testing
  - a. The testing was completed over a two-day event at the Fountain Ft Carson high school parking lot.
  - b. Trucks
    - i. - 3522 failed due to pressure relief issues.
    - ii. - All other trucks passed. Note that 3513 was running a little warm engine and transmission but not over redline.
  - c. Hose
    - i. - We had 3" fail. 15 due to jacket issues, 12 were the old security hose. 3 of the newer and 3 were older cotton (white, red and black couplings). Not tested.
    - ii. - 8, 1 3/4 due to jacket issues.



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- d. Ladders
  - i. - The 24' off of 21 failed due to were from the brackets, unable to repair. Roof ladder off 21, same issues, we were able to get it repaired.
  - ii. The roof ladder off of the new 3512. Not repairable.

### **New**

1. New 3513
  - a. Deputy Chief and I went out to California pick up the new truck. The new truck is at Colorado Kenworth getting it repaired. We were on the North side of Denver when the truck started having issues. The number 6 injector went out. The dealer is covering the cost on the repairs.
2. Teen Camp
  - a. We have 9 teens that will be attending the camp. The camp is 24-28 July from 8-1500. One of our community members paid for the \$25.00 per person to help cover the cost of the t-shirt and supply's. The volunteers also approved 500.00 to help with food and drinks.
3. Storm damage
  - a. We had 4 trucks damaged by hail. We have the adjustor that will be onsite the July 12, 2023, at 0930 to look at the damages. We also lost the refrigerator at station 2 the same day. ...

### **Questions**



# Hanover Fire Protection District

## Profit and Loss

June 2023

	TOTAL
<b>Income</b>	
Earned Revenues	3,602.34
Contract Services	166,039.05
<b>Total Earned Revenues</b>	<b>169,641.39</b>
<b>Total Income</b>	<b>\$169,641.39</b>
<b>GROSS PROFIT</b>	
<b>\$169,641.39</b>	
<b>Expenses</b>	
Administrative Expense	
Bank Service Charge	27.84
Office Supplies and Materials	338.60
Professional Services fees	
Accounting	250.00
<b>Total Professional Services fees</b>	<b>250.00</b>
<b>Total Administrative Expense</b>	<b>616.44</b>
Benefits	
Health Insurance	1,435.18
<b>Total Benefits</b>	<b>1,435.18</b>
Dues and Subscriptions Expense	175.00
Ems Training	627.25
Maintenance	
Stations Maintenance	666.17
Vehicle Maintenance	145.71
<b>Total Maintenance</b>	<b>811.88</b>
Operation	
Building & Vehicle Insurance	0.00
Fuel and oil	0.00
Medical Supplies Expendables	79.00
Telephone	2,532.41
Utilities	1,068.99
<b>Total Operation</b>	<b>3,680.40</b>
Other Miscellaneous Expenses	
Volunteer FF Deployment	0.00
<b>Total Other Miscellaneous Expenses</b>	<b>0.00</b>
Payroll Expenses	
Taxes	4,939.39
Wage	40,086.16
<b>Total Payroll Expenses</b>	<b>45,025.55</b>

# Hanover Fire Protection District

## Profit and Loss

June 2023

	TOTAL
Training	
Fire Prevention	668.58
Training - Chief	645.00
Training - Fire	2,699.94
<b>Total Training</b>	<b>4,013.52</b>
<b>Total Expenses</b>	<b>\$56,385.22</b>
NET OPERATING INCOME	<b>\$113,256.17</b>
Other Income	
Interest Income	44.89
<b>Total Other Income</b>	<b>\$44.89</b>
NET OTHER INCOME	<b>\$44.89</b>
NET INCOME	<b>\$113,301.06</b>



# Hanover Fire Protection District

## Profit and Loss January - June, 2023

	TOTAL
<b>Income</b>	
Earned Revenues	343,599.64
Contract Services	166,294.31
<b>Total Earned Revenues</b>	<b>509,893.95</b>
Fuel Rebates	1,950.93
<b>Total Income</b>	<b>\$511,844.88</b>
<b>GROSS PROFIT</b>	
<b>\$511,844.88</b>	
<b>Expenses</b>	
Administrative Expense	
Bank Service Charge	174.95
Election	628.50
Office Supplies and Materials	1,750.44
Professional Services fees	
Accounting	1,500.00
Legal Fees & Notices	581.54
<b>Total Professional Services fees</b>	<b>2,081.54</b>
Recruitment Retention	150.75
<b>Total Administrative Expense</b>	<b>4,786.18</b>
Benefits	
Health Insurance	6,926.56
Insurance - Workmans Comp	8,032.00
<b>Total Benefits</b>	<b>14,958.56</b>
Communications	
Cellular Support	8,345.07
County Paging Net/ 911	194.45
Web Page	351.00
<b>Total Communications</b>	<b>8,890.52</b>
Dues and Subscriptions Expense	325.00
Ems Training	931.25
Maintenance	
Radio & Pager Maintenance	660.00
Stations Maintenance	5,017.85
Vehicle Maintenance	100,295.75
<b>Total Maintenance</b>	<b>105,973.60</b>
Operation	
Building & Vehicle Insurance	2,605.50
Fire Suppression Expendables	680.92
Fuel and oil	18,648.42
Insurance -Liability	9,966.00
Medical Supplies Expendables	5,327.76

# Hanover Fire Protection District

## Profit and Loss

January - June, 2023

	TOTAL
Telephone	6,180.54
Utilities	7,983.81
<b>Total Operation</b>	<b>51,392.95</b>
Other Miscellaneous Expenses	
Volunteer FF Deployment	1,995.00
<b>Total Other Miscellaneous Expenses</b>	<b>1,995.00</b>
Payroll Expenses	
Taxes	22,624.68
Wage	138,663.89
<b>Total Payroll Expenses</b>	<b>161,288.57</b>
Training	
Fire Prevention	1,038.40
Training - Chief	4,672.24
Training - Fire	8,650.63
<b>Total Training</b>	<b>14,361.27</b>
<b>Total Expenses</b>	<b>\$364,902.90</b>
NET OPERATING INCOME	<b>\$146,941.98</b>
Other Income	
Interest Income	230.78
<b>Total Other Income</b>	<b>\$230.78</b>
NET OTHER INCOME	<b>\$230.78</b>
NET INCOME	<b>\$147,172.76</b>

# Hanover Fire Protection District

## Balance Sheet

As of June 30, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Colorado Trust	4,198.61
UMB Checking-0624	47,575.89
UMB Money Mkt-5659	465,376.03
UMB MonMkt2-4912	64,708.08
<b>Total Bank Accounts</b>	<b>\$581,858.61</b>
Accounts Receivable	
Accounts Receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
Generator	7,140.00
Payroll Corrections	0.00
Prepaid Insurance	0.00
Prepaid Repairs Stations 1&2	122,926.88
Undeposited Funds	0.00
Vol Disability Insurance	4,258.95
<b>Total Other Current Assets</b>	<b>\$134,325.83</b>
<b>Total Current Assets</b>	<b>\$716,184.44</b>
Fixed Assets	
Accumulate Depreciation	-998,343.33
Building improvements	2,797.60
Capital - Fence	3,817.00
Capital - Fixed Support Equip	72,149.38
Capital Lease-3511 Fire Truck	26,000.00
Fire Station - Improvements	55,405.70
Station 1	1,650.00
Station 2 - cost	223,801.81
Station 2 Expansion	422,526.14
Station 2 Office	0.00
Station 3	131,297.38
Station 3 Gas install	0.00
<b>Total Fire Station - Improvements</b>	<b>\$34,681.03</b>
Fixed Asset Software	30,615.26

# Hanover Fire Protection District

## Balance Sheet

As of June 30, 2023

	TOTAL
Furniture & Equipment	15,802.02
2 New Radios	6,765.44
2007 Dodge Durango Console	1,577.99
2007 Light	13,602.10
3/4 HP Brown Pump - Well Pump	0.00
AEDs	2,530.34
Bunk Gear 7 Sets	0.00
Bunker Gear Sets	65,389.31
Cascade System	29,729.49
Computer- Mobile	8,092.88
Equipment 1	0.00
Equipment 2	0.00
Extractor	8,585.48
Extrication Equipment	33,182.00
Fire Hose	34,030.00
Laptop computer sets	4,415.85
Mechanical CPR Unit	11,814.50
Med Stair chairs	6,105.60
Metal Bldg 2011	0.00
Minitor II Pagers	0.00
Mob Radio	3,147.36
Network Page Net Convert	0.00
New Door	0.00
Office Equipment	17,019.83
PPR Comm Norwest	0.00
Radio (1) 2020	10,630.79
Radio 3570	0.00
Radio Motorlas	46,353.18
Radio/Pagers (2)	16,108.65
SCBAs (8)	71,777.39
TVs 2020	7,710.45
Units	1,439.88
Wildland Firefighting gear	80,429.01
Wildland Pump	5,335.00
<b>Total Furniture &amp; Equipment</b>	<b>501,574.54</b>
Radio/Pager 2020	16,928.90
Shelters2020	4,483.70
Streamlight Fire Vulcan System	539.81
Surveillance Equipment 2020	7,119.97

# Hanover Fire Protection District

## Balance Sheet

As of June 30, 2023

	TOTAL
Vehicles & Trucks	421,284.14
1989 Pierce Arrow Engine	17,000.00
1992 Chev Ambulance	2,000.00
1997 Pierce Engine	27,000.00
2 Fire Brush Truck	-35,000.00
2000 Ford Ambulance	29,000.00
2003 Ford 250 & 2007 Dodge Dura	4,320.00
2008 Brush Truck 3	283,551.89
2008 Tanker	0.00
2009 Suburban	14,746.20
2013 Chevy Tahoe	-19,170.00
2021 Chevy Silverado	57,098.44
2022 Chevy Ex Cab	85,718.90
Ambulance 2015 Chev	121,950.00
Chief Truck	31,496.56
Dep Chief Vehicle	16,731.41
Engine 3511(1999)	120,055.16
Equipment	20,468.32
Vehicle-Hose Roller	9,240.00
<b>Total Equipment</b>	<b>29,708.32</b>
Fast Attack-2 2021	33,823.90
Fire Truck	600.00
Fire Truck 1986 F800	0.00
Fire Truck 2001 3521	61,451.31
Fire Truck 2005 3522	87,292.99
Fire Truck 2021 5500 Chevy	24,964.63
Fire Truck A7 (3512)	22,500.00
Ford Expedition 2012	4,000.00
Snow Mobile Trailer	6,912.77
Support Trailer	58,973.67
Truck	0.00
<b>Total Vehicles &amp; Trucks</b>	<b>1,508,010.29</b>
<b>Total Fixed Assets</b>	<b>\$2,010,374.15</b>
Other Assets	
Pension Fund	411,283.43
Prepaid Utilities	23,944.28
<b>Total Other Assets</b>	<b>\$435,227.71</b>
<b>TOTAL ASSETS</b>	<b>\$3,161,786.30</b>

# Hanover Fire Protection District

## Balance Sheet

As of June 30, 2023

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Credit Cards	
Capital One Credit Card	10,856.97
Visa-UMB-9581	0.00
<b>Total Credit Cards</b>	<b>\$10,856.97</b>
Other Current Liabilities	
Colorado Department of Revenue Payable	0.00
Direct Deposit Liabilities	0.00
Direct Deposit Payable	0.00
Notes Payable	0.00
Payroll Liabilities	2,978.74
941- Social & Medicare	-0.99
Archuleta Child Support	263.75
CO Income Tax	-1,373.00
CO Paid Family and Medical Leave	323.53
CO Unemployment Tax	11,764.89
Federal Taxes (941/944)	3,636.59
Federal Unemployment (940)	126.00
Federal Withholding	0.00
FUTA- Federal Unemployment	0.00
State Wage Withholding	0.00
SUTA- State Unemployment	-322.53
<b>Total Payroll Liabilities</b>	<b>17,396.98</b>
<b>Total Other Current Liabilities</b>	<b>\$17,396.98</b>
<b>Total Current Liabilities</b>	<b>\$28,253.95</b>
Long-Term Liabilities	
Lease Purchase Payable	-80,854.26
Loan to Sate Bank-3511 Fire Tru	26,000.00
<b>Total Long-Term Liabilities</b>	<b>\$-54,854.26</b>
<b>Total Liabilities</b>	<b>\$-26,600.31</b>
Equity	
Opening Balance Equity	840,943.83
Retained Earnings	2,200,270.02
Net Income	147,172.76
<b>Total Equity</b>	<b>\$3,188,386.61</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,161,786.30</b>