

**Upper Pine River Fire Protection District
Board Meeting
Minutes
September 18, 2025
3:00 P.M.**

The meeting for September 18, 2025, was called to order at 3:03 pm by Paul Black.

Board Members Attendance – Paul Black (President, present), Lisa Bourque (Vice President, present), Jesse Larson (member, absent), Lew Web (member, present), Gary Karner (member, present)

Staff Present – Chief Evans (present), Deputy Chief French (present), Kim Ruggles (Secretary, present)

Additions/Deletions to the Agenda - none

Public Comment - none

Special Presentation – NV5 updating Station 1 project – submit for permit August 27th, comments in 2-3 weeks. Confirm insurance meets the district requirements, ask Paul Kosnik. Start procurement when budget and funding is acquired. OZ to work on add alternates and escalation fee.

Approval of Minutes

- A. August 21st Regular Meeting – Lisa made a motion to approve the August 21st regular meeting. Gary seconds. All in favor. Motion carried.

Finance Report

- A. July 2025 Financials – Lisa made a motion to approve July 2025 financials. Gary seconds. All in favor. Motion carried.
- B. August 2025 Financials – Gary made a motion to approve August 2025 financials. Lisa seconds. All in favor. Motion carried.

New Business

- A. Consideration and approval for salary adjustment, one full step, for all firefighter ranked employees (Suppression Captain, Training Captain, Engineer, Firefighter/Paramedic, Firefighter EMT-I and Firefighter EMT-B). Gary made a motion to approve salary adjustments, one full step, for all firefighter ranked employees effective September 28th, 2025. Lisa seconds. All in favor. Motion carried.

Old Business

- A. Station 1 Update – Archaeologist no findings of burial and submitted report to History of Colorado. USDA guaranteed construction loan with TBK bank, payment will be approximately \$800,000 per year. Congressman Hurds office may receive \$1million funding after Oct 1st, federal fiscal year. Palamar foundation is funding the Xray machine. DOLA tier 2 grant funding the NV5 contract. Oct 31st is the deadline we would like to have for funding, contractor, etc. to break ground in early spring of 2026.

Chiefs' reports

Chief French presents his report to the Board.
Chief Evans presents his report to the Board.

Adjournment – Lisa made a motion to adjourn the regular meeting at 5:41pm. Lew seconds. All in favor. Motion carried.

Submitted by

Kim Ruggles



Paul Black, President

11/20/2025
Date

Attest:

SS//Kim Ruggles
Kim Ruggles, Admin