

Shawn Vollertsen, President
Jeff Phillips, Secretary/ Treasurer
Francis Wilson, Board Member

Richard Drake, Vice President
Will Shellabarger, Board Member

NORTHERN SAGUACHE COUNTY FIRE PROTECTION DISTRICT

MINUTES

August 10, 2026

Location: Villa Grove Fire Station

7:00 PM

- 1) **CALL TO ORDER: 7:00 PM**
- 2) **PLEDGE OF ALLEGIANCE:** recited
- 3) **NOTICE OF MEETING:** Notice of the meeting was posted on the District's website in accordance with Colorado Open Meetings Law requirements more than 24 hours prior to the meeting
- 4) **DIRECTORS ROLL CALL:** Richard Drake, Jeff Phillips, Will Shellabarger, Francis Wilson all present.
Motion to excuse Shawn Vollertsen from meeting as he is out of town by Jeff Phillips. Motion seconded by Francis Wilson.
Vote
In Favor: 4
Opposed: 0
Motion carried unanimously.
- 5) **DECLARATION OF QUORUM:** Director Richard Drake declared a quorum 4 present.
- 6) **APPROVAL OF AGENDA – CHANGES, ADDITIONS & DELETIONS:** Motion to approve the agenda as published by Jeff Phillips . Motion Seconded by Francis Wilson.
Vote
In Favor: 4
Opposed: 0
Motion carried unanimously.
- 7) **INTRODUCTION OF GUESTS:** District Chief Wesley Moores, District Secretary Juli Close. Equipment Specialists Kendal Adolph and please see attached sheet for full guest list.
- 8) **APPROVAL OF THE MINUTES OF THE PREVIOUS MONTH:** Motion to approve the minutes as published for July 13th, 2026 by Will Shellabarger. Seconded the motion Francis Wilson.
Vote
In Favor: 3
Opposed: 0
Abstained Jeff Phillips due to not being at the entire meeting in July.
Motion carried unanimously.
- 9) **READING & APPROVAL OF BILLS. (SUBJECT TO REVIEW OF EACH INVOICE & SIGNING OF CHECKS BY ALL BOARD MEMBERS PRESENT) AGENDA ITEM 13:** Richard Drake read the bills aloud to all present at the meeting and all Board members reviewed the bills. Motion to pay the bills as presented by Francis Wilson. Motion seconded by Jeff Phillips.
Vote
In Favor: 4
Opposed: 0
Motion carried unanimously.
- 10) **PRESENTATIONS:** Grant Writing Update Yvonne provided an update on grant writing. Round Table did not pursue the grant opportunity for road work. The USDA grant requires three denial letters from banks for a loan application. Grant funds may still be available; however, it may be difficult for the District to repay the loan based on the current budget. The Board would need to apply for the funding. The Board discussed how much time the application process would require. Motion by Francis Wilson to allow Yvonne to go to the Commissioner and ask about funding for all of the wells needed for fire protection in the District, seconded by Jeff Phillips.
Vote
In Favor: 4
Opposed: 0
Motion carried unanimously.

B. Adjudicated and Inactive Wells: The Board discussed reviewing all adjudicated wells and inactive wells within the District.

Motion to allow Yvonne, with assistance from Tim Lovato, to look into all adjudicated and inactive wells in the District seconded by Will Shellabarger.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

C. Well on County Road 54: Wes reported that he had been told the well on County Road 54, approximately one-half mile south of AA on the east side of the road, may have caved in. It was discussed that if the wells are on Xcel power, the power may be shut off during the winter, which can cause sand to build up in the well. The Board discussed contacting someone to inspect the well and determine its current condition. Motion by Will Shellabarger to have Kendal notify Ryan and Justin and ask them to obtain a bid to inspect the well and determine its condition, and then report the findings to Wes, seconded by Jeff Phillips.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

D. KV Well: Wes reported that he attempted to speak with Pete regarding the KV well, but Pete is no longer on the KV Board. The permit for the well is valid through October 2027, and the District has a copy of the permit.

The Board discussed the need to speak with the KV Board regarding the well. Once an agreement is reached, a valve should be installed approximately five feet before the meter.

Richard offered to donate a valve if he has one available. Wes will speak with the KV Board to work toward getting the necessary work completed. Sam E. believes he may be able to obtain donated pipe.

E. Financial Report: The financial report included account balances, bank statement reconciliations, the current budget report, mail review, and other financial matters as needed. The General Fund received \$21,500.89 during August. The Pension Fund received \$1,437.12 during August. Juli requested permission to pay Poncha Lumber electronically. Payment dates do not always align with the billing schedule, and invoices have included late-payment charges. Poncha Lumber waived the previous charges, but electronic payment would help prevent late fees in the future.

Motion by Jeff Phillips to allow Juli to pay Poncha Lumber electronically moving forward, seconded by Francis Wilson.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

- Propane: Monte Vista Co-op provided its annual opportunity to prepay propane for the upcoming winter. The prepayment would save \$0.10 per gallon, based on the previous year's usage, for an estimated total of \$9,867.00. The Board does not want to prepay they don't feel best use of District funds.
- Bert Jones: The Board asked for an update regarding Bert Jones. No pension checks have been cashed since March 2026.
- Postage: A check for the Postmaster was included because the District is almost out of stamps. The last purchase of stamps was in 2024.
- Checks: Juli requested that checks be ordered for both the General Fund account and the Pension Fund account. The Board previously approved the purchase in January, but the checks had not yet been ordered. The total cost for both accounts is \$390.39.
- The Town of Crestone notified the District that it is changing its billing system. There will be no bill this month, and the missed billing will be caught up on next month's bill.

11) **FIREFIGHTER MEMBERSHIP APPLICATIONS, RESIGNATIONS, AND REQUESTS FOR RETIREMENT:**

N/A

12) **FIRE DEPARTMENT REPORTS:**

	TRAINING HOURS	REGULAR HOURS	STRUCTURE FIRE	WILD LAND FIRE	MOTOR VEHICLE ACC.	OTHER
Crestone	Driver training					2 standbys
Moffat	0	180		1		1 standby 3 smoke 1 gas leak
Saguache	24 hydrants checked	80		5		2 smoke 1 cattle crossing 2 false alarm

I stand by

Villa Grove/ Bonanza 66.50 diving training and 201
Attack 3

2

2

1 propane

3 smoke

1 iphone alert

- A. Crestone Fire: The Crestone Fire Department reported that the Planetarium event went well. A movie night is scheduled for September 12. The department is also working on pulling weeds and natural remedies.
- B. Moffat Fire: The Moffat Fire Department reported that its fundraiser went well. A mask belonging to the Villa Grove Fire Department is currently missing. Moffat will check their supply.
- C. Saguache Fire: The Saguache Fire Department reported that if Century Link phone service is switched to Cielo the department would be able to operate the town alarm. Wes will contact Cielo regarding the change. Motion by Jeff Phillips to switch all stations to Cielo seconded by Francis Wilson if the rates are less than currently paying.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

There will be no fireworks for Labor Day due to the lack of rain. The condition and inspection of hydrants in the Town of Saguache were discussed. Kendal has photographs of the hydrants. A town meeting is scheduled for Wednesday the 19th at 6:30 p.m. at Road and Bridge. The Board discussed concerns regarding the proposal to lock the hydrants without addressing needed repairs. The hydrant issue has also generated significant discussion on social media. Francis Wilson, Will Shellabarger, Jeff Phillips, and Shawn will attend the Saguache Special Board meeting.

Kendal requested a pair of structural firefighting boots for Doug and Zach. Wes will check available equipment. Wes also has structural gloves in sizes x-large and large and will check inventory. A memorial is scheduled for September 11. Motion to allow September 11th Memorial event in Saguache as done in previous years by Will Shellabarger and seconded by Francis Wilson.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

D. Villa Grove / Bonanza Fire: Tender 2 received two new batteries and the alternator has been replaced. The tender still needs a clamp for the intercooler. The well has been running continuously, and the foot valve needs to be replaced. American Drilling has been contacted. Alan Jones may be able to assist with the repair. David needs additional boots. Wes will obtain his boot size.

E. District Chief Report: There was one medical issue during a fire response. The individual was transported by ambulance to Heart of the Rockies. A workers' compensation claim was filed. The workers' compensation representative has not yet responded, and the individual has not returned to work. The individual continues to be paid as a firefighter regardless of work status and is seeing workers' compensation doctors at Rio Grande Hospital. A second injury involving a Salida firefighter resulted in hand surgery, and a workers' compensation claim was filed with his department of Chaffee County.

- Wes reported that the San Luis Valley Chiefs are working on updating mutual-aid agreements and bringing DFPC into the process so that all agencies are operating under the same expectations. The Chief in Alamosa, Wes and Matt N. with DFPC are working on a first draft.
- The San Luis Valley Chiefs would like to explore regional grants for communications or a training center that could benefit the entire San Luis Valley.
- Safety glasses have been ordered. Wes will distribute them as needed. Structural and wildland gloves are also available if departments need them.
- Extrication training with COPRO and L&M is scheduled for October 17 in the Valley. Two members from Villa Grove are interested in attending. Motion by Jeff Phillips to approve sending a reasonable number of department members to the extrication training seconded by Richard Drake.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

- The Sheriff's Office donated one vehicle for use in extrication training. The vehicle is expected to be available in October.

13. OLD (UNFINISHED) BUSINESS:

- Truck Repairs
 - i. Bonanza Attack – Oil Change: Completed.
 - ii. Engine 1 Turbo: Repair has not yet been completed.
 - iii. Tender 7 Water Tank: The tank work is complete. The tank still needs to be painted and installed. The project is expected to take approximately another month.
 - iv. Villa Grove Brush Truck: Digitcom is completing the remaining lighting work. The winch and bumper have been installed. Additional work remains to be completed.

- v. Saguache Rescue Truck: Digitcom has installed part of the lighting. The remaining lights are still awaiting delivery.
- Office Addition – Moffat Station Jeff reported that he would like to have someone hired to complete the electrical work. Monet Miller from Saguache or Jackson Creek Electric was discussed. Motion by Francis Wilson to allow Sam to contact Jackson Creek Electrical regarding electrical work at the Moffat station seconded by Jeff Phillips.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

- Crestone Building Update: Craig reported that a productive workday was held last month. The bathroom and electrical work have been completed. Remaining work includes determining the appropriate finish for the building, plastic wall covering in the bathroom, exhaust-fan and range-hood ventilation, exterior lighting, and a handrail. The Board discussed obtaining a bid to complete the remaining work, including pricing and a punch list. Craig will obtain a bid for the remaining work and provide pricing and a punch list.
- Jersey Block Permits: work is continuing on the permits for placement of the jersey blocks. Craig expects to be able to obtain the permit next month.
- Septic System – Moffat Lots 31R and 32R: Wes met with Alex regarding the septic system. Alex sent a letter requesting a property survey. Alex believes the District owns the lots but would like a survey completed to confirm the property boundaries. A referral for a surveyor from Craig was discussed. Wes will continue working on this.
- Chainsaw Class: the chainsaw class has not yet been scheduled.
- Search and Rescue Truck Storage Agreement: Wes and Kendal are continuing to work on the storage agreement.
- Saguache Fire Hydrant Inspections: the hydrant inspections were discussed under the Saguache Fire report above. The Saguache Fire Department expressed concern regarding potential repercussions related to the condition and use of the hydrants.
- Homeland Security Grant for Radios: Wes reported that there has not yet been an update regarding the Homeland Security grant for radios.
- Auction – Surplus Vehicles: the Board discussed placing the 1982 International Tender, 2002 Ford F-550 7.3 Power Stroke truck, and pumpers in a consignment auction. Motion by Jeff Phillips to place the truck and pumpers in the A&B Auction scheduled for September 26 in Moffat seconded by Francis Wilson.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously. The motion was amended to include the 1982 International Tender.

Vote

In Favor: 4

Opposed: 0

Motion carried unanimously.

Wes will contact Brady regarding the auction.

14. NEW BUSINESS:

- Well on County Road 54: The well located south of AA was discussed. This matter was addressed previously under the well discussion.
- Chiefs' Meeting: A Chiefs' meeting is scheduled for September 28 at 7:00 p.m. at the Saguache Station. Chiefs are asked to provide their lists to Wes as soon as possible.
- 2012 Peterbilt: Information was presented regarding a 2012 Peterbilt from Center. The truck is a cab and chassis and is being offered for \$15,000. Chief Bill provided the information for the Board's consideration.
- Tender 11: Tender 11 was discussed for possible inclusion in the auction.
- Social Media and Incident Information: The Board discussed restrictions on posting information regarding incidents on social media. Departments should not post incident information, including posts thanking personnel, until the investigation has been completed by the investigating agency. All personnel were reminded to use caution and not post anything regarding incidents without permission from the Fire Chief or District Chief. Information may be released once the investigating agency has completed its investigation and appropriate permission has been given.
- Saguache Fire Hydrant Work Session: The Board discussed holding a work session to address fire hydrants in the Town of Saguache and community concerns. Four Board members will attend.
- Letter of Support – Moffat School: The Board discussed a letter of support for Moffat School regarding a COPS grant to provide additional security at Moffat and Crestone schools. Wes, Bill, and Craig will sign the letter.
- Response Master: The Response Master is still pending information from the Sheriff's Office.

15. CITIZEN (GUEST) COMMENTS: No citizen or guest comments were recorded.

16. REVIEW OF BILLS, RECEIPTS, BANK STATEMENTS, ETC.: The Board reviewed bills, receipts, bank statements, and related financial matters. Questions and discrepancies were addressed as needed, and checks were signed.

17. ADJOURNMENT: The meeting was adjourned at 9:05 p.m.

18. NEXT MEETING: The next Board meeting will be held on September 14, 2026, at the Saguache Fire Station.



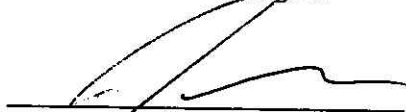
Juli Close, Secretary

9-14-2026

Date Signed



Shawn Vollertsen, Board President



Jeff Phillips, Board Secretary/Treasurer