

# CRAIG RURAL FIRE PROTECTION DISTRICT BOARD MEETING MINUTES

May 21, 2026

## Call the Meeting to Order

Chris Nichols called the meeting to order at 7:00 pm. Hume absent (excused)

## Pledge of Allegiance & Moment of Silence

## Approval of Agenda

Rod Kowach made a motion to approve the agenda. JB Chapman seconded. Motion Approved. (4:0).

## Approval of Minutes

Mark Bangs moved to approve the April 16, 2026 minutes as presented. Kowach seconded. Motion passed. (4:0).

## Audience Comments

None

## Approval of Bills

Nichols asked about consolidating connectivity to reduce bills. Chief Mercer will re-evaluate. Kowach made a motion to approve the bills for May 21, 2026 as presented (Fire Department bills in the amount of \$15,014.30 Haz-Mat bills in the amount of \$50.00 and Pension bills of \$0.00 for a total of \$15,064.30. Chapman seconded. Motion passed. (4:0)

## Purchase Orders

2016-002 – To Supervac. We budgeted for electric fans for E2 & E3. The current order price is more than the budgeted amount. It is the same fan that was spec'd, but the price has gone up since September. Chapman made a motion to approve PO 2026-002. Kowach seconded. Motion passed. (4:0)

## Budget Review

Nichols - Revenue 63.5%. Admin 26.1%. Operations 24%. Capital 21.6%. Total Expenditure 24.9% of the budget. Admin will go up once we fund pension. We're in pretty good shape.

## New Business

Audit Review – Eric from The Adams Group presented information about the audit. We are still waiting for actuary reports to complete it. The actuary reports can fluctuate, but that is considered to be reasonable. Nothing has come up as a difficulty, discrepancy or disagreement. There will be a few adjusting entries to be made. From the standpoint of a draft, will have a unmodified or clean opinion. There is no significant findings, good internal controls.

Board Chair – KC Hume has resigned from the Board effective 5/21/2026. Chapman made a motion to accept the resignation, and to remove Hume from the bank accounts. Bangs seconded. Motion passed. (4:0) Discussion was held on the appointment process for a new director. Kowach made a motion to nominate JB Chapman as the new board chair. Bangs seconded. Motion passed. (4:0).

## Correspondence

None

**Reports from the Chief –**

Chief Mercer – We had 26 calls in April. 18 Fire, 7 EMS, and 1 HazMat. The academy is looking good. They have been very prepared. They pulled together for an extra training this evening. Chief is working with locksmith for the re-keying project. PR has included station tours, kindergarten safety day and Ridgeview field day. Fleet in decent shape. E2 has a pressure relief valve issue that is being looked into. E5 has a possibility of a slight leak. Look into that at work night. E7 has gauges on order. L1 is 100% operational, but will have Rosenbauer look at it when they are here for it’s annual. The bathrooms are completed. We did not have any scholarship applications for 2026. Will carry over for next year.

Chief Olsen – Tower landscaping; current landscaper is retiring. Received two bids in 2025 same price. Had stayed with current provider. Reached out this year to the other vendor, who will be taking it over.

**Board Member Reports**

Rod Kowach – Thanks JB, appreciate it, you’ll do great. Thank you Tonya for all that you do. Kris, Chris, thank you too. We have been getting some lightning. Be safe out there. Lots of animals on the move and on the highway. Good job on Rookies.

Mark Bangs – Thanks JB. We 100% support you. Lots of elk by Colowyo. Definitely moving.

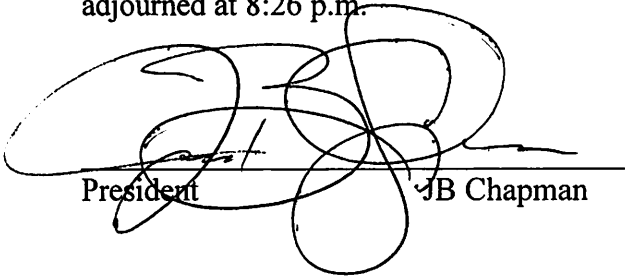
Discussion held about dispatch situation. No action taken

Chris Nichols – Good to see Rookies around. Gave a report on CORA requests. Financially, need to start looking into some capital requests. Look into a new twin? Make a presentation to the board. The City is creating a URA zone 3. Look for an upcoming presentation in July or August on that.

J.B. Chapman — Thanks for the surprise! Looking forward to working with all of you in this new role. It is good that we have 3 solid rookies. It has been really fun to hear the excitement. They talk highly of each other. Thinking that we should start the ball rolling on a review of trucks to see what needs to be replaced. Schedule some strategy planning sessions.

**Adjournment**

Chapman entertained a motion to adjourn. Kowach moved. Bangs seconded. Motion passed. (4:0) Meeting adjourned at 8:26 p.m.

  
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President JB Chapman

  
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Secretary/Treasurer Chris Nichols