

CLEAR CREEK FIRE AUTHORITY
MINUTES
6:00 PM, September 17, 2025
Station 1 - Dumont

I. Call to Order

The Meeting was called to order at 6:04 p.m.

Attending:

Board of Directors:

Jon Jennings	Chairman	
Mike Anderson	Idaho Springs Representative	
Mark Reynolds	Georgetown Representative	
Wendy Koch	Empire Representative	
John Curtis	Idaho Springs Representative	Zoom
Chris Frey	Silver Plume Representative	

Others in attendance:	Kelly Babeon	Fire Chief
	Jeremy Jones	Asst. Chief
	Richard Barrows	Georgetown Selectman

II. Approval of Agenda

III. Public comment/Unscheduled appearance

IV. Approval of Minutes

Mark Reynolds Moved to approve the July 16, 2025 Minutes. Chris Frey seconded the Motion, and the Motion was approved unanimously.

V. Approval of Bills & Financial Report

July and August 2025 Check Detail and Financial Reports were reviewed by Chief Babeon. Chris Frey Moved to approve the July 2025 Check Detail as presented. Mark Reynolds seconded the Motion, and the Motion was approved unanimously. Mark Reynolds Moved to approve the August 2025 check detail as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously. Mark Reynolds Moved to approve the August 2025 Financial Report as presented. Chris Frey seconded the Motion, and the Motion was approved unanimously.

VI. Old Business

- a. **Cell Tower Lease Agreement** – A discussion about 3 major term requests from the Verizon Attorney on the Lease agreement as represented by the Email presented. Chief Babeon was instructed to have the CCFA Attorney present a final lease document allowing for the change in item 1. and 3. and rejecting item 2.
- b.

VII. New Business

- a. **Fire Chief Succession Plan** – The Job announcement document requirements were discussed with consensus to list the salary range at \$120,000 - \$180,000 and have a final draft document for approval at the October Board Meeting.
- b. **Job Descriptions** – A revised Fire Chief Job Description was presented for approval to accompany the Job Announcement Document. Chris Frey Moved to approve the Fire Chief Job Description as presented. Mark Reynolds seconded the Motion, and the Motion was approved unanimously.
- c. **Shift Captain – Discussion** The proposal for hiring an additional Shift Lieutenant required for moving Captain Glenn into the Shift rotation was discussed with an approval for an interim placement with salary only. The interim position will be reviewed at the November Board meeting for permanent approval consideration.

VIII. Report from the Chief

IX. Report from the Board Chairman

X. Announcements.

XI. Adjournment.

The meeting of the Fire Authority Board of Directors was adjourned at 7:18 pm.

The next regular scheduled meeting is October 15, 2025 at 6:00 pm at Station 1 in Dumont.

Chairman