

RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District
February 10, 2010 7:00 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: President Sue Doyle, Vice President Frank Theis, Treasurer Bud Duryea, Jack Rumley, Bob Cheney

Staff: Chief Scott Dorman, Recording Secretary Bowser

Also Attending: 1st Assistant Chief Daryl McCown

Absent: None

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

President Sue Doyle called the meeting to order at 7:01 p.m.

Fire Chief Dorman led the Pledge of Allegiance

Secretary Bowser performed roll call- All present

PUBLIC COMMENT / BOARD COMMENT

Public comment: 1st Assistant Chief McCown commented for the Board "to keep up the good work."

Board comment: None

APPROVAL OF AGENDA

President Doyle requested to remove item 9-B (Knox Box resolution) from the agenda. Chief Dorman explained further clarification was needed from the District attorney in regards to enforcement of the Knox Box resolution outside of the city limits. Per Chief Dorman, there are currently over 100 Knox boxes located in Estes Park.

Moved by Bud Duryea, seconded by Jack Rumley to approve agenda with above listed deletion. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Jack Rumley, seconded by Frank Theis to approve minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report- Chief Dorman presented District inaugural badges to Board Members on behalf of the Volunteer Fire Department. Chief Dorman then reviewed the 2009 Year End Report of the Volunteer Fire Department including: election of officers, financial report, department training for Fire, Dive & EMT members, firefighter certifications, incident type, number & location of calls, volunteer man hours and activity review. In response to Board Member queries, he also discussed good intent calls, gas line breaks, false alarm calls, donations, grants and providing information regarding firefighter occupations. Chief Dorman agreed to research the possibility of charging for gas line responses resulting from contractor negligence. He also agreed to clarify with Police Chief Kufeld current Police Department policy and billing processes regarding false alarms/false calls.

Chief Dorman discussed upcoming training dates including EMS, Ice/Rescue Training, Wildland and 800MHZ radio use training. Chief Dorman confirmed MOU for services agreement with the Town of Estes Park was signed to include fleet, HR, accounting, IT and dispatch services. Kearney & Sons Excavation to provide snow removal service. He also reviewed 2 available part time/seasonal positions and answered Board Member questions in regards to position descriptions, cost savings in relation to Town of Estes Park charges and posting time frame.

Consensus from Board Members that the Landscaping/Maintenance position would be offered at \$12.00/hour for 28 weeks (April-October) with no benefits.

Consensus from Board Members that the Wildland Urban Interface Fire Education Coordinator position would be offered at \$18.00/hour for 28 weeks (April-October) with no benefits.

Treasurer Report- Treasurer Duryea reviewed cash flow/bank statements, including minor amendment to statement dated 12/31/09. Treasurer Duryea further discussed account balances, pension contributions, Town of Estes Park loan repayment, WIN accounts, Larimer County Treasurer deposits, Town accounting department coordination with Bondi in regards to accounting reports for the District. Treasurer Duryea requested Board Members to authorize the creation of a Money Market account at the Bank of Colorado for the Tabor reserve.

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Chief Dorman recommended Treasurer Duryea to adjust Treasurer Report to only include last 4 digits of each bank account number. Treasurer Duryea to also make minor description adjustments in response to Board Member Theis request.

Moved by Frank Theis, seconded by Jack Rumley to authorize Treasurer Duryea to take the Tabor reserve money (3% of revenue) as it is received by the District and move to a Money Market account at the Bank of Colorado. Motion carried unanimously.

Moved by Frank Theis, seconded by Bob Cheney to accept Treasurer's Report, including approval of all transactions. Motion carried unanimously.

Moved by Frank Theis, seconded by Bob Cheney to accept Bondi as the 2009 auditor for the Estes Valley Fire Protection District. Motion carried unanimously.

OLD BUSINESS

Moved by Bud Duryea, seconded by Frank Theis to approve Bylaws. Motion carried unanimously.

NEW BUSINESS

Board Members reviewed Designated Election Official duties in relation to conducting and cancelling an election for the Estes Valley Fire Protection District. Secretary Bowser provided elections status update, including self nominations, absentee & mail-in ballots and confirmation that a polling place election was scheduled with other special districts for the May 4th election. Secretary Bowser confirmed election expenses projected to be lower as costs will be shared with other special districts participating in the election. Secretary Bowser also confirmed the deadline for self nomination form submittals was February 26, 2010.

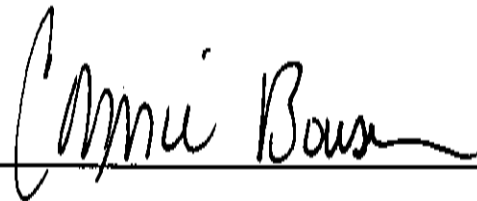
Moved by Bud Duryea, seconded by Bob Cheney to approve resolution 10-03 to designate Connie Bowser as the Election Official for the Estes Valley Fire Protection District. Motion carried unanimously.

Board Member Duryea provided update in regards to Board Member Conduct Statement as supplied by Attorney Dick Lyons. Board Member Duryea recommended including a cover letter with Board Member signature and referencing conduct statement attachment.

Consensus from Board Members to approve signing of Board Member Conduct Statement by all District Board Members on an annual basis.

Next meeting/work session scheduled for Wednesday, February 24, 2010 at 7:00 p.m. at Dannels Fire Station.

Meeting adjourned at 9:02 p.m.



Connie Bowser, Recording Secretary