

RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District
February 22, 2012 7:00 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: President Sue Doyleen, Treasurer Bud Duryea, Bob Cheney, Jack Rumley
Staff: Chief Scott Dorman, Secretary Bowser
Also Attending: 1st Asst. Chief Daryl McCown, Mark Igel
Absent: Vice President Frank Theis

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

President Sue Doyleen called the meeting to order at 7:40 p.m.

Chief Dorman led the Pledge of Allegiance

Secretary Bowser performed roll call- Vice President Theis absent (excused)

PUBLIC COMMENT / BOARD COMMENT

Public comment: None

Board comment: Treasurer Duryea notified board members that a meeting has been scheduled with the WIN Group in April regarding investment fees, and the auditor and accountant presentations will be held in May, date TBD.

APPROVAL OF AGENDA

Moved by Jack Rumley, seconded by Bob Cheney to approve agenda as listed. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Bob Cheney, seconded by Bud Duryea to approve 1-25-12 minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report- Chief Dorman provided a facilitator update, stated "meet and greet" was completed at the February 7th FD business meeting. As per the VFD membership request, future facilitator meetings will be held on the 1st Tuesday of each month which is the normally scheduled date for the monthly FD business meeting. Approximately 20 members attended the February 7th meeting and were given the opportunity at that time to voice concerns. Future facilitator meetings will include input from Chief Dorman and focus on a solution process. Primary areas to address: communication, camaraderie, vision for the future, and trust. President Doyleen commented on the process, thanked board members for agreeing to pay the facilitator expense, and stated she considered it a good investment. Treasurer Duryea requested clarification on facilitator fee schedule. Board members and Chief Dorman discussed state minimum requirements for volunteer firefighters including, but not limited to: training and certifications.

Chief Dorman notified board members that he is scheduled to attend a meeting on March 1st concerning an auto aid agreement with Loveland Fire Rescue Authority and including Big Thompson Canyon in regards to expanding the response area for dive and fire rescue.

Chief Dorman reminded board members the officer appreciation dinner would be held on Friday, March 9th at 6 pm at the Dunraven.

President Doyleen and Chief Dorman notified board members they are currently working on the strategic plan and confirmed it would include a capital needs plan as well as incorporating any future fire truck replacement. They also stated their goal is to present a draft copy before the board members in April and requested continued input regarding the Southwick funding.

Treasurer Report- Treasurer Duryea provided January 2012 fund balance summaries for the operations savings account, operations checking account, pension checking account, pension money market account, Tabor reserve money market account, capital reserve cd, LOSAP money market account and tasks completed and tasks pending.

Treasurer Duryea then reviewed January 2012 balance sheet(s) including, but not limited to: governmental funds and schedule of capital assets, statement of revenues, expenditures and changes in fund balance for general operations, Length of Service Award Program (LOSAP), Tabor and capital reserve. He also discussed the cash flow statement, statement of fiduciary net assets and changes in fiduciary net assets (budget and actual) for the Volunteer Fire Pension Trust for the month ending January 31, 2012 and 2012 Property Tax and Sales Tax Reconciliation updates.

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Treasurer Duryea explained the 2011 draft financials have been completed by CliftonLarsonAllen and they are awaiting an update from Milliman (actuary) regarding GASB Disclosures as of December 31, 2011. The 2011 financial audit will officially begin March 12th and the EVFPD has already completed the recommendations from the auditor's report to governance for 2010.

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

OLD BUSINESS

2012 Board Member Conduct Statement was signed and approved by Board Member Jack Rumley.

NEW BUSINESS

Chief Dorman reviewed the Intergovernmental Agreement with Loveland Fire Rescue Authority for the provision of training and training facilities by the Authority to the District. Dorman confirmed attorney Dick Lyons reviewed and approved the agreement, and then answered board member questions. The agreement shall automatically renew for successive 1 calendar year periods up to and including the year 2014.

Moved by Bud Duryea, seconded by Jack Rumley to approve the Intergovernmental Agreement between the Loveland Fire Rescue Authority (LFRA) and the Estes Valley Fire Protection District (EVFPD) for the provision of training and training facilities by the LFRA to the EVFPD. Motion carried unanimously.


Moved by Sue Doyle, seconded by Bud Duryea to enter into executive session pursuant to Section 24-6-402(4)(f) C.R.S for purposes of discussing a personnel matter regarding Fire Chief Scott Dorman. Motion carried unanimously.

Executive Session ended at 8:58 pm.

Moved by Bud Duryea, seconded by Jack Rumley to authorize President Doyle to continue further negotiations regarding Fire Chief Scott Dorman's employment agreement with Chief Dorman. Motion carried unanimously.

Next Pension Board meeting scheduled for Wednesday, March 28, 2012 at 6:30 p.m. at the Dannels Fire Station. Regular Board meeting scheduled for Wednesday, March 28, 2012 at 7:00 p.m. at the Dannels Fire Station.

Meeting adjourned at 9:00 p.m.



Connie Bowser, Recording Secretary

"The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."

"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."