

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

June 27, 2012 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 Doug Klink, Mark Igel, Jack Rumley

Staff: Chief Scott Dorman, Secretary Bowser, Captain Derek Rosenquist, Fire Marshal Tim Spears

Also Attending: Firefighters DenMark Litwinchuk, Jason Bishop, Stacey Betts, Justin Kearney, Trevor Twogood, Sean Houlihan, LT Don Patterson, and CPT Jon Landkamer
Public attendees: Scott Weber, Bill Prohs, Cherie Pettyjohn, Larry Pettyjohn, Ron Norris, Jerry Miller, Ginny Hutchison, Todd Jirsa, James Free, Robert Lundstedt, Desiree Patterson, Tom Booth, Tom Dieffenbach, Janet Dieffenbach, and Julie Harvey.

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 7:00 p.m.

Chief Dorman led the Pledge of Allegiance

Secretary Bowser performed roll call- All present

PUBLIC COMMENT / BOARD COMMENT

Public comment: Ron Norris, Larry Pettyjohn, Sharie Pettyjohn, Tom Dieffenbach, Todd Jirsa, Jerry Miller, Scott Weber and Ginny Hutchison stated they were in support of firefighters as board members. Thomas Booth stated the same and also expressed concern regarding the spraying of Carbaryl pesticide on trees that if burned, may adversely affect residents and firefighters.

Julie Harvey and Jerry Miller thanked firefighters for their efforts at the Woodland Heights fire. Captain Rosenquist thanked Jack Rumley for attending the meeting, commented that Rumley demonstrated his dedication to the district and department even though he lost his home in the fire.

LT Patterson requested clarification from the board in regards to Chief Dorman's contract. In response to Patterson's request, President Doyle explained Chief Dorman's most recent contract and negotiations were completed in board executive sessions and that the two new board members felt the executive sessions were done incorrectly. Therefore, the Board is currently going through appropriate legal channels for resolution. Board Member Rumley also responded by stating the prior board agreed to a three year contract with Chief Dorman and all decisions made were done correctly and "above board."

Board comment: President Doyle expressed appreciation that Board Member Rumley was able to attend the meeting and extended condolences in regards to the loss of his home. Doyle then reminded board members that a fire recovery meeting had been scheduled for 6-28-12 at 7:30 pm at the high school.

Board members commented on the Woodland Heights fire regarding rapid response time, air support, police efforts, responding agencies, and praised the Estes Park community for their ongoing support of the fire victims.

APPROVAL OF AGENDA

Moved by Frank Theis, seconded by Doug Klink to approve agenda as listed. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Frank Theis, seconded by Doug Klink to approve 6-4-12 & 6-13-12 minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report- Chief Dorman provided a Woodland Heights fire map update to board members. He stated the fire started before noon on June 23rd, and that many properties were saved by CPT Jon Landkamer's quick action during the initial phase of the incident as well as RMNP Doug Watry's order of air support resources. He confirmed the Woodlands Heights fire was officially out on Monday, June 25th at 9 am. He discussed the fire response process, level of response, agencies and organizations involved, assistance and transfer of command, and Governor Hickenlooper's site visit of the damaged area.

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Chief Dorman then reviewed the Larimer County Sheriff cost share agreement for the fire response with board members, explained the mutual aid process with Larimer County, and stated the estimated cost to the Estes Valley Fire Protection District would be approximately \$10-15,000.00. (Total fire cost estimated to be upwards of \$300,000.00) Board members thanked Chief Dorman for his negotiations with Larimer County Sheriff's Department regarding reduced costs to the District. He then notified board members that the Town of Estes Park is taking the leading role in recovery efforts and recommended that the District also provide recovery effort assistance.

Chief Dorman requested that the District also sponsor golf teams for the local golf tournament that would benefit fire victims. Consensus from board members for the District to support golf teams wanting to attend the benefit tournament with a maximum cost to the District of up to \$1,000.00.

Chief Dorman explained that as a result of a meeting with Town of Estes Park Mayor Pinkham, Administrator Lancaster, and Town Clerk Williamson, it was decided that the July 4th fireworks display would be postponed until conditions were more favorable. Dorman then reviewed an energy release component graph with board members, showing that the fire danger is currently at the highest level since 1996. CPT Rosenquist answered board member questions regarding fuels, measurements, and parameters of live fuel moisture. Chief Dorman stated the fire department would continue to send messages to the community regarding fire danger.

Treasurer Report: Treasurer Klink provided May 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), operating reserve, 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 May 31, 2012 and 2012 Property Tax and Sales Tax Reconciliation updates. AP Check registers for the month of May 2012 were also provided as well as an update on tasks completed and tasks pending

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

OLD BUSINESS

Treasurer Klink requested to change accounts payable services from the Town of Estes Park to CliftonLarsonAllen. He explained the services would include bank reconciliation, a detailed check summary and CliftonLarsonAllen's review of journal entries.

Moved by Frank Theis, seconded by Jack Rumley for the EVFPD to change accounts payable services from the Town of Estes Park to CliftonLarsonAllen for an additional cost of \$300.00 a month, to include all AP services discussed by Treasurer Klink and to be effective July 1, 2012. Motion carried unanimously.

Board Member Igel reviewed the preliminary EVFPD community newsletter, requested further feedback and suggestions by board members. Igel stated he plans to institute in the next few weeks and the goal would be to tie in with the new EVFPD website. President Doyley requested that a minimum of one additional board member be provided access to the newsletter template and recommended that Chief Dorman assist with the approval of newsletter content. Board member consensus for Igel to compose the newsletter and for Chief Dorman to edit and provide final approval as needed.

NEW BUSINESS

President Doyley, Vice President Theis and Igel read e-mails from community members Saunders, Marilyn, Poppitz, Koslowski, Jacobson, Tierney, Murray, Richardon, O'keefe and firefighter Faith stating support of firefighters as board members due to the importance of firefighters responding to emergency incidents such as the Woodand Heights fire.

Firefighters CPT Jon Landkamer, Trevor Twogood, DenMark Litwinchuk, LT Don Patterson, Jason Bishop, Sherry Hess, and attendee Desiree Patterson stated not in support of firefighters as board members due to potential conflict of interest.

In response to Desiree Patterson's question, President Doyley explained the two new board members were aware of the regulations restricting firefighters as board members before being elected to the board. President Doyley also clarified the need for the EVFPD Personnel Policy Manual and EVFPD Board of Directors Bylaws to have consistent statements regarding this issue.

Board members discussed firefighters as board members topic at length, including but not limited to: possible policy options, pros/cons, attorney involvement, board member priorities and responsibilities to the public, board conduct, other fire boards, chain of command, importance of proper communication, current volunteer membership and training requirements.

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Board Members Igel and Klink stated support of firefighters as board members. President Doyle stated not in support of firefighters as board members. Vice President Theis discussed the possibility of a structured agreement and set parameters to address this issue with further discussion at a future board meeting. Board Member Rumley thanked volunteers for their input, and stated the board needs to hear issues in order to make an informed decision.

In response to Vice President Theis's request, Chief Dorman stated he was not in favor of firefighters as board members, explained it would create a conflict of interest, cause HR problems, and management issues; provided examples. Dorman stated the District needed to obtain an accurate response from the community, encouraged a scientific study instead of focusing on a small number of community members providing input. Chief Dorman then requested to be copied on all board e-mails in order to keep apprised of board correspondence, stated he has not always been included in correspondence sent out by some of the board members. Chief clarified in response to the community concern regarding fire personnel response, the Fire Chief or Incident Command has full authority to deputize anyone in the community to assist in an emergency, therefore they can call upon those board members who are no longer current firefighters as deemed necessary. Chief Dorman reminded board members that the EVFPD Personnel Policy Manual stating "no active career or volunteer firefighter... may serve as an elected Director of the District..." was approved by the board and also signed and approved by each member of the volunteer fire department. Chief Dorman discussed NIMS guidelines regarding the importance of board members involvement in representing the community in handling an emergency incident.

Board Member Klink moved to make a motion to allow active volunteer firefighters as board members.

Vice President Theis disagreed, stated he needed more input from board, community and volunteers. Board Member Rumley disagreed, stated he needed more thoughts and responses, and that he was reluctant to take a vote based upon current volunteer input. President Doyle disagreed, stated she had serious concerns with HR issues and risk management. Vice President Theis agreed to obtain input and determine possible conduct parameters by further review with Chief Dorman, EVFPD Attorney Dick Lyons, and board members before the next scheduled board meeting.

Board Member Klink withdrew the motion.

Consensus from board members to move agenda item 10-A (firefighters as board members) to the next scheduled meeting for further review.

President Doyle moved to make a motion to keep section 1.5 of the EVFPD Personnel Policy Manual and to add consistent language in the EVFPD Board of Directors Bylaws.

Vice President Theis recommended that the board address President Doyle's request after making a final decision regarding the firefighters as board members policy.

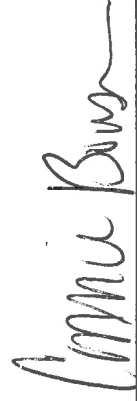
President Doyle withdrew the motion.

Chief Dorman thanked community and firefighters for their input, stated the subject is an emotional issue, and appreciated the opportunity to voice concerns regarding this issue.

Board Member Klink notified board members they would need to sign the updated Schwab pension investment paperwork to reflect board member changes.

Next regular board meeting scheduled for Wednesday, July 11, 2012 at 7:00 p.m. at the Dannels Fire Station.

Meeting adjourned at 9:50 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."