

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

August 24, 2011 7:00 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

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

Staff: Chief Dorman, Secretary Bowser

Also Attending: Lieutenant Bruce Walters

Absent: None

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

President Sue Doylen 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: Lieutenant Walters thanked the Board Members for hosting the 8-24-11 District appreciation picnic.

Board comment: President Doylen read thank you note from John and Carol Grasso regarding the District picnic and thank you note from North End Property Owners Association, Inc. for WUI Coordinator Sue Pinkham's recent presentation on fire mitigation.

President Doylen recommended that Board Members visit Dannels Station and welcome Fire Marshal Tim Spears when he begins employment on 8-31-11.

APPROVAL OF AGENDA

Treasurer Duryea requested to add to the agenda after Treasurer's Report: Board to go into executive session in order to facilitate discussion relating to the existing IGA and potential future re-negotiation between the Town of Estes Park and the EVFPD.

President Doylen requested to add to the agenda under new business 9-C: October slash program funding from the District.

Moved by Jack Rumley, seconded by Frank Theis to approve agenda with above listed changes. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Bob Cheney, seconded by Frank Theis to approve 7-13-11 minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report- Chief Dorman and Board Members discussed scheduling welcome reception for new Fire Marshal Tim Spears. Chief confirmed Fire Marshal Spears will attend the 9-6-11 FD meeting in order to meet the Volunteer Fire Department. Spears will also attend the 9-27-11 EVFPD Board Meeting.

Chief Dorman provided updates regarding the shift program, station irrigation system (work completed), slash collection grant (not approved), fire safety film shown at local movie theater, fire safety message fliers and QR scan codes now available, and the new 2012 Ford F250 4x4 truck should be at dealership beginning of September with an approximate October in service date.

Chief notified Board Members that Larimer County is donating a Type 6 engine 2011 Ford F550 to a local fire organization. He explained if awarded, the truck would be used as another option to respond to a wildland fire. Re-painting and equipping costs were discussed and Chief confirmed the submittal deadline for letters of interest is 10-1-11.

Board Member consensus for Chief Dorman to write letter of interest to Larimer County/region and to authorize Chief to add outfitting and foam system costs of truck to budget if truck is awarded to EVFPD.

Chief Dorman also discussed the 8-2-11 FD meeting presided by 1st Asst Chief McCown. During the meeting, the VFD approved Jim Enyeart's resignation and Mark Igel's request to return to active duty. Ear piece purchases for 11 members were also approved and would be paid by the VFD. Chief also stated the four new volunteer firefighters would be attending academy starting in October and two new auxiliary members were also added to the department.

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Fill the Boot campaign has been scheduled for Labor Day weekend and will be headed up by Lieutenant Justin Kearney. Mark Igel will be completing the Smokey the Bear fire danger sign.

Treasurer Report- Treasurer Duryea provided July 2011 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 July 2011 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 July 31, 2011 and 2011 Property Tax and Sales Tax Reconciliation updates.

Treasurer Duryea provided a copy of the Town of Estes Park sales tax revenue report to Board Members and stated LOSAP, Tabor and Pension plan are fully funded for 2011. He also confirmed that \$26,000.00 from the pension contribution budgeted amount of \$104,000.00 was placed in the operating reserve account as per Board Member consensus at the 7-13-11 Board Meeting.

The DOLA matching pension payment application is currently in process and will be submitted to DOLA by the September deadline. Treasurer Duryea also explained the District should receive the Larimer County Assessor's property valuation/certification by 8-25-11.

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

Moved by Bud Duryea, seconded by Jack Rumley to enter into executive session pursuant to Section 24-6-402(4)(e) C.R.S for purposes of discussion of the Town of Estes Park's contribution to determine the District's position in negotiations, developing strategies, and instructing the District's negotiators. Motion carried unanimously.

Executive Session ended at 8:18 pm.

OLD BUSINESS

Chief Dorman provided Board Members a summary of three bids for carpet replacement at the Dannels station, requested decision on company choice and time frame for carpet replacement.

Moved by Jack Rumley, seconded by Bud Duryea to authorize Chief Dorman to hire Carpet Direct to replace carpet at Dannels station as soon as possible. Motion carried unanimously.

NEW BUSINESS

Treasurer Duryea reviewed the District's cash flow position and source/use funds with Board Members. Duryea then stated he would formally request Board Member approval to move the fiscal year 2011 unspent capital in the amount of \$110,000.00 to a capital reserve cd at the 9-28-11 Board Meeting.

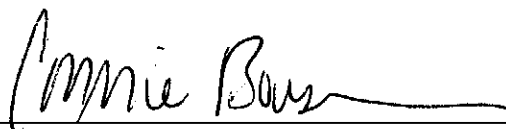
Chief Dorman reviewed 2011 2nd quarter and YTD incident run reports of the Volunteer Fire Department including: Incident Alarm Types, Dollar Value Saved & Loss Analysis, 2008-2011 Comparisons of Type of Calls by Number, Incidents by Zone and Detailed Incident Types. He also reviewed 2nd quarter and YTD training hours for Fire, Special Ops (Dive Rescue) and EMS and provided a recap of staff activity hours. Chief Dorman then answered all Board Member questions, providing report explanations as needed.

Board Members and Chief Dorman discussed slash program costs for making service available to the community, reviewed location and time frames for slash collection site.

Moved by Jack Rumley, seconded by Bud Duryea to authorize October 2011 slash program not to exceed \$5,000.00 unless Board of Directors provides additional approval.

Next regular meeting scheduled for Wednesday, September 28, 2011 at 7:00 p.m. at the Dannels Fire Station.

Meeting adjourned at 8:56 p.m.



Connie Bowser, Recording Secretary