

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District
July 22, 2015 6:00 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: President Doug Klink, Vice President Mark Igel, Treasurer Mike Richardson, Mike Kearney, Ed Ford

Staff: Chief Scott Dorman, Board Recording Secretary Kostner

Also Attending: Fire Marshal Marc Robinson

Absent: Vice-President Mark Igel

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

President Doug Klink called the meeting to order at 6:02 p.m.

Chief Dorman led the Pledge of Allegiance

Secretary Kostner performed roll call – Vice President Mark Igel excused

CONFLICT OF INTEREST – None

PUBLIC COMMENT / BOARD COMMENT

No public comment.

No Board comment

APPROVAL OF AGENDA

Moved by Mike Kearney, seconded by Mike Richardson to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Ed Ford, seconded by Mike Richardson to approve the 6/24/15 and 7/8/15 meeting minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report – We received 25 applications for the position of Administrative/Training Captain. We are in the process of putting the committee together. It will be comprised of Assistant Chief Landkamer, Captain Walters, Administrative Assistant Erika Kostner (Human Resources), a volunteer (yet to be determined), and a member of another local department. We are talking to Lyons to see if their Training Captain would be willing to assist us. Ideally the committee would narrow the selection down to about 6 people to bring in for interviews that are tentatively set for August 22.

The Pinewood Springs Fire District is undergoing ISO review. Chief is completing paperwork as we provide auto/mutual aid.

Chief presented the need for a swivel chute on Engine 10. The chute and flange will cost about \$2300.00. The board approved this purchase out of the District budget.

Chief updated the board that Larimer County is working on a Hazard Mitigation Plan to encompass all types of hazards. Several people are involved including Eric Rose from the Town of Estes Park. Chief is working with Lori Hodges to make sure we are involved as the board will want to adopt this plan once it is complete.

Chief followed up on the SCBA Grant we submitted and the grant is asking for a new updated SF1199 form. This is a direct deposit form and Chief is asking President Doug Klink for a signature on it. The grant has not been awarded yet, but this is a good sign! President Klink signed the form and Chief Dorman will submit the form. This grant is for 30 new air packs, 60 bottles, and 40 face pieces.

Treasurer Report –Treasurer Mike Richardson reviewed the paid bills of the EVFPD and provided the June 2015 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., operating reserve, Tabor and capital reserve were also provided.

Moved by Mike Kearney, seconded by Mike Richardson to accept paid bills and Treasurer's Report including approval of all transactions. Motion carried unanimously.

Moved by Ed Ford, seconded by Mike Richardson to move \$40,000 to the Pension Fund. Motion carried unanimously.

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OLD BUSINESS

Training site – Chief Dorman indicated that a Stewart Environmental Consultant is working with the Health Department right now. The Health Department does not want a containment pond installed, instead they want us to de-chlorinate the water we use, at the time of use. Chief has been exploring this option and there is a device that can be attached to a hydrant that tablets are added to de-chlorinate the water. The unit is about \$900 plus the cost of the tablets. Tablets are about \$165.00 for 140. It takes about 10 tablets to de-chlorinate 10,000 gallons of water. Stewart Environmental is also checking to see if we would need a permit to discharge water into the river. We are still waiting on the Town to do their part before we can start any improvements on the training site.

Reserve Engineer Program – nothing new to report

2015 Fire Code Update – nothing new to report

NEW BUSINESS

Vacant WUI position. This item is tabled until the September meeting as this is a budget item.

Chief presented a policy written up by our attorney for a Resolution for Inclusions and Exclusions of Property. This came about because we currently do not have a policy and there is a house in the canyon who is between us and the Pinewood Springs district, but is not in either district. After much discussion it was moved by President Kink and seconded by Mike Richardson to pass the resolution with the added verbiage that an inclusion of property must be a contiguous boundary to our district and an exclusion cannot create an island or noncontiguous boundary. Motion carried unanimously.

The Financial Policy will be updated to add the fees outlined in the Resolution. Moved by President Klink, seconded by Mike Kearney to add section 2C Administrative Fees for Inclusions and Exclusions of Property to the Financial Policy. Motion carried unanimously. Erika Kostner to provide Board members with copies of the updated policy once the changes have been made.

Currently there is nothing on the work session agenda so the August 12th meeting is being cancelled.

The next board meeting is scheduled for August 26th, 2015 at 6:00p.m. at Dannels Fire Station.
Meeting adjourned at 7:09pm



Ed Ford, Secretary of the Board

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"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."