

**Meeting Minutes of the Estes Valley Fire Protection District
May 27, 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, Kerry Drake from Complete Wireless Technology

Absent: None

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 6:04 p.m.

Chief Dorman led the Pledge of Allegiance

Secretary Kostner performed roll call –All present

CONFLICT OF INTEREST – Belatedly it was indicated that there is an invoice for snow removal in tonight's bills to be approved

PUBLIC COMMENT / BOARD COMMENT

No public comment.

Board comment – President Klink stated that the presentation on the VHF radios would take place when Kerry Drake arrived.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Mark Igel, seconded by Ed Ford to approve the 4/22/15 and 5/13/15 meeting minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report – Review of the bids/interest of Tender 4. Big Elk Meadows Volunteer Fire Department expressed interest prior to bid deadline. Chief Dorman read a letter from BEM indicating their need/desire for a truck that can hold water in case of emergency. The Board again reiterated their desire to have this truck used by a neighboring department. Moved by Mark Igel, seconded by Mike Kearney to transfer the title of Tender 4 to the Big Elk Meadows Fire Department. Motion carried unanimously.

The Safety Fair was held on May 16th. Chief Dorman was on vacation but was told by Michael Lepore that the fair was well attended, the Fire Department was well represented, Firewise literature and banners were available, and Sparky garnered a lot of attention from the children.

Chief Dorman said that he was working on an open house/farewell gathering for Derek Rosenquist. He will let the department and board know when a date is set.

Treasurer Report –Treasurer Mike Richardson reviewed the paid bills of the EVFPD and provided the April 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 Mark Igel, seconded by Mike Richardson to accept paid bills and Treasurer's Report including approval of all transactions. Motion carried unanimously.

OLD BUSINESS

Training site – Chief Dorman reviewed the status of the contract with Stewart Environmental Consultants. Stewart Environmental Consultants were hired about a year ago to work on the training site. They were paid \$3,000 for an initial investigation. Chief Dorman received a change order from Stewart Environmental indicating that a IPCR, MMP, and/or a CQA may be needed. A new proposal was also given to us for engineering foundation design, coordination w/CDPHE, and project oversight for \$23,000. Moved by Mike Richardson, seconded by Mark Igel to approve the Change Order (not to exceed \$13,000) and to approve the new proposal for \$23,000 with the addition of Chief Dorman to be allowed to sign the contract. Motion carried unanimously.

Reserve Engineer Program – nothing new to report

2015 Fire Code Update – work session set for 6pm on Wednesday June 10th. Mark Robinson to send out a letter to Estes Area Lodging Association regarding retroactive amendments in Chapter 46 that go into effect on January 1, 2016.

NEW BUSINESS

Kerry Drake from Complete Wireless Technology presented 3 proposals for VFH radios both with and without P25 connect service. After the presentation it was determined that the department still need more information to make an informed decision regarding the radio service. Chief Dorman and President Klink are meeting with Eric Rose to further discuss this issue.

The Board reviewed the job description and job announcement for the Training Captain position that will soon be vacant. It was determined that Chief Dorman will rewrite the job description and job posting to better prioritize the job duties. It will be sent to the board via email for approval prior to posting the job announcement.

Review of the IGA with RMNP highlighted that the agreement does not address wildland fire. Motion by Ed Ford, seconded by Mike Richardson to approve the IGA pending review and approval by our legal department. Motion carried unanimously.

Chief Dorman presented an overview of the 1st quarter incident run reports. For future we will also capture how many calls are received during shift work at the Boards request.

The next meeting will be a work session for fire code updates on June 10th at 6pm.

The next board meeting is scheduled for June 10th, 2015 at 6:00p.m. at Dannels Fire Station.
Meeting adjourned at 8:12pm



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."