

# RECORD OF PROCEEDINGS

## Meeting Minutes of the Estes Valley Fire Protection District

March 25, 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 absent-excused, Treasurer Mike Richardson arrived late

**CONFLICT OF INTEREST** – Mike Kearney stated that there is an invoice for snow removal in tonight's bills to be approved

### **PUBLIC COMMENT / BOARD COMMENT**

No public comment. No board comment

### **APPROVAL OF AGENDA**

President Doug Klink proposed removing agenda item 10D Executive Session from tonight's agenda. Executive session to be held next month.

Moved by Ed Ford, seconded by Mike Kearney to approve the agenda with above modification. Motion carried unanimously.

### **APPROVAL OF MINUTES**

Moved by Ed Ford, seconded by Mike Kearney to approve the 2-25-15 meeting minutes as written.

Motion carried unanimously.

### **REPORTS**

Fire Chief Report - Chief Dorman commented that he has been in contact with the attorney for Heron LLC who owns the property for the tower site on Prospect Mountain. We have \$800/year budgeted for lease payments on Prospect Mtn.. The attorney has done a site visit and all looks good.

Annual ladder inspections for all ground ladders and the aerial ladder took place in early March. The aerial ladder passed, however early warning signs were present indicating that the seals will need to be replaced next year.

35' ladder on aerial truck needs to be replaced. It will be approximately \$4,000 to do this.

We hosted the Firefighters Recruitment and Retention Workshop here on March 14<sup>th</sup> and 15<sup>th</sup>. There were 32 attendees from 18 departments. Assistant Fire Chief Jon Landkamer attended and provided feedback. It was nice to know that we are not the only department facing these issues. Take-a-ways from the workshop were: Recruitment is everyone's job, we need to increase marketing via social media, and improve our hiring process. It was proposed that the age requirement be reviewed. It is currently at 21 and we were the only department that attended with that requirement, other departments are at 18. We need to look at applying for the SAFER (Staffing for Adequate Fire & Emergency Response) grant to aid in covering marketing and advertising costs. We received lots of good feedback from the attendees. There will be 2 more workshops held in 2015 and they are open for anyone in our department to attend.

Allenspark Fire Chief Mike Osmun has retired. Assistant Chief Leo Touzjian has moved up to Chief.

Marc Robinson and Michael Lepore are applying for a Fire Prevention and Safety Activity Project grant that would enable us to provide smoke detectors and carbon monoxide detectors to residential homes in need. The majority of recent calls were because of outdated detectors.

New recruit testing took place on March 21<sup>st</sup>. Six people applied, only four showed for testing, one person did not pass, and three were interviewed. Two were offered positions, of the two one is local.

Academy final testing is tonight 3/25/15. Graduation will be on 3/30/15 at the Boulder training grounds. Chief Dorman will be out of town so 1<sup>st</sup> Assistant Chief Landkamer will attend graduation to pin the graduates.

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The Citizens Information Academy (CIA) was held at the library due to the number of participants. Chief Dorman had about 20 minutes to make his presentation. Chief Dorman mentioned that the Special Districts are ending up with less and less time every year and that maybe the special districts will need to ask for more than the current 3 hours of total time for all of the special districts presentations in the future. It really is a good way to educate the public and continued participation would be beneficial.

Treasurer Report – Treasurer Mike Richardson reviewed the paid bills of the EVFPD and provided the February 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. 2015 sales tax chart to be available at the next meeting. Comment was made that the tax revenue was higher than projected for 2014 by about \$97,000.

Moved by Mike Kearney, seconded by Ed Ford to accept paid bills. Motion carried unanimously.

Moved by Ed Ford, seconded by Mike Kearney to accept the Treasurer's Report including approval of all transactions. Motion carried unanimously.

President Klink stated that a firm was chosen to do the actuarial study of the Volunteer Pension Fund, however it was going to cost approximately \$4,000 more than they had budgeted. This extra cost will be paid from the pension fund.

### OLD BUSINESS

Training site – no new information

Reserve Engineer Program – no new information

Fire Marshal Marc Robinson updated the Board on the 2015 Fire Code. There is going to be a public meeting discussing the significant changes to the 2015 Fire Code at Town Hall on 3/26/15. Finishing touches are being done to the IBC right now and will start on the residential codes next.

### NEW BUSINESS

President Klink stated that 3 members of the board were needed to serve on the Fire Code Board of Appeals. They would meet as needed. President Klink moved to appoint Ed Ford, Mike Kearney, and himself to the 2015 Fire code Board of Appeals. Treasurer Mike Richardson seconded the motion. Motion carried unanimously.

A public work session to review the significant changes to the fire code will be held on May 13<sup>th</sup> at 6pm. Fire Marshal Robinson will provide a condensed version of the proposed changes to the Board prior to this meeting. Fire Marshal Robinson to also submit notice of this meeting to the local newspapers.

Discussion of our radio and dispatch services was initiated by Chief Dorman. The NCRCN (Northern Colorado Regional Communications Network) and the DTR (Digital Trunked Radio) are currently trying to determine who owns the radio tower. Ownership of the tower will determine which network we need to follow for our radios and dispatch. We currently are dispatched by the Town through the end of this year. It would be a good idea to get a bid for County Dispatch services. Depending on the network we may need to invest in reprogramming our radios.

Chief Dorman then updated the Board on free services offered through LETA 911 including Everbridge capabilities, pictometry, and community pages by group. It was discussed how we could improve our services by having visitors register their phones for emergency alerts. Pictometry is a web based platform that provides emergency responders with aerial photos of terrain and buildings. We are getting more information on these services.

President Doug Klink noted that some Minitor V connect devices were donated. These are voice pagers and he is working with Wireless Advanced to get them set up for so we can trial them.

Due to lack of pressing matters the next meeting will be held on April 22<sup>nd</sup> at 6pm, cancelling the next regularly scheduled meeting on April 8<sup>th</sup>, 2015.

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The next board meeting is scheduled for April 22nd, 2015 at 6:00p.m. at Dannels Fire Station.  
Meeting adjourned at 7:07pm



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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."*