

RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District
November 13, 2024 4:30 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: Dave Hamrick, Brian Tseng, Ryan Bross, Mike Lewelling, Chris Buser

Staff: Div. Chief Jon Landkamer; Interim Chief Paul Capo; Marinda Baxter; Chief of Staff Erika Goetz

Also Attending: Captain Rick Spear, Lt. Ron Bruchwalski, Patti Brown, Joan Hooper, Joshua Weiss, and Jason Dunn

Absent: None

President Ryan Bross called the meeting to order at 4:30 p.m.

Chief Capo led the Pledge of Allegiance

Chief of staff Goetz performed roll call – all present

APPROVAL OF AGENDA

President Bross proposed the addition of an executive session and to hold executive session and move action items from new business to after the approval of minutes. Moved by Dave Hamrick and seconded by Mike Lewelling to approve the agenda with those changes. Motion carried unanimously.

CONFLICT OF INTEREST

None

PUBLIC COMMENT

Joan Hooper thanked the district for putting the board books on the website.

APPROVAL OF MINUTES

Moved by Mike Lewelling and seconded by Brian Tseng to approve the meeting minutes from the 10/30/24 board meeting as written. Motion carried unanimously.

Motion by Ryan Bross, seconded by Brian Tseng to go into an executive session pursuant to Section 24-6-402 (4)(b) C.R.S. for purposes of legal advice regarding a legal matter involving the Estes Valley Voice, PBC and Patti Brown. Motion carried unanimously.

Exit regular session to enter executive session 4:33pm

Exit executive session 5:23pm

Re-enter regular session at 5:24pm

President Bross stated that they had a conversation with legal and to get advice for a path forward on the lawsuit. They are working through a response. No action or decision was made in executive session.

NEW BUSINESS – Fire Chief Contract

President Bross gave an overview of the fire chief process. The board held a meet & greet for both the public and the staff/volunteers, gathered feedback via comment cards, and held interviews with three candidates. The board then selected a negotiations committee (Buser and Tseng). President Bross was stated that all three candidates had very different visions and perspectives. This process was done with the support of the recruiting firm Prothman.

The negotiation committee stated that they came to terms with a top candidate.

Motion by Vice-President Tseng, seconded by Mike Lewelling to nominate Interim Chief Paul Capo for Fire Chief. Motion carried unanimously.

President Bross asked Interim Chief Capo if he was still interested in the position of fire chief and he answered in the affirmative.

Vice-President Tseng and Treasurer Buser presented a draft contract for Fire Chief to the board. This contract outlined terms (start date, salary, etc.) that were negotiated by both the committee and interim Chief Capo. President Bross asked if the contract had been reviewed by legal and Vice-President Tseng stated that yes, it had been reviewed by legal. The contract does state that this is a promotion for Paul Capo.

Motion by Brian Tseng, seconded by Mike Lewelling to approve the draft contract. Motion carried unanimously.

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Interim Chief Paul Capo thanked the board and the negotiation committee.

PRESENTATIONS

Chief Landkamer stated that not many changes have been made since the last presentation, but salary and contract commitment amounts were updated based on the fire chief contract. Updates to property and liability just came in today so that will be updated. Waiting on Pinnacle for the mill levy calculation but do not anticipate much change to property tax revenue. Noteworthy – the positive going into capital reserves is lower than we've had in years past so this is something to keep an eye on.

REPORTS

Chief's Report –

Administrative Division:

Annual Holiday Party is scheduled for December 10th @ 1800 – RSVP to Marinda

Prevention Division:

- Wildland Fire Risk Reduction team is seeing an increase in HIZ assessments being requested.
- Lt. Sutherland is working on plan review experience and preparing for testing.
- WRR Prevention staff and several volunteers participated in RMNP Front Country Prescribed Fire on November 1st and 2nd. Very successful days with around 100 acres treated.
- ARP pile burning flyer sent out today. We may be seeing pile burning activity soon.
- Woody Biomass Strategy Team hosted a webinar today updating interested parties on the progress. There is a new BETA version of an interactive tool that has been developed through this process to determine the biomass in Larimer County. The webinar will be posted on the host page at:

[Woody Biomass Strategy | Larimer County](#)

Operations Division:

2024 – 710

2023 – 577 133 difference

53 FF's – 47 vol.

+8 Aux. = 55 Volunteers

66 Total + board members

Grant

\$23,303

Training Division:

Graduation Sat. 19 students 9 EVFPD

Training Calendar

Station & Apparatus:

- HME/Ahrens Fox Type 6 was completed on October 29th and Chief Landkamer is flying out to Grand Rapids, Michigan for final inspection on December 6th.

Misc.:

- Fire restrictions are being lifted tomorrow, November 14th, 2024 at 0800

Volunteer Captain Report – Captain Spear said that the Thanksgiving Potluck Dinner last night was great. Still are having a great turnout on calls. Good comradery.

Chief Landkamer said that it's nice to see the comradery with the new members.

OLD BUSINESS

Strategic Plan – no update

POLICY UPDATES

None

BOARD COMMENT

Secretary Hamrick wants to thank the negotiations committee.

Swearing-in to be held on Saturday November 16th at 10am at the firehouse.

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The next board meeting will be on Wednesday, December 11th. Chief of Staff Goetz reminded the board that the meeting on the 11th will be the approval of the budget and setting of mill levy.

Motion by Ryan Bross, seconded by Brian Tseng to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 5.46 PM.



David Hamrick, 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."