

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District
July 24, 2019 6:00 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: President Doug Klink, Vice President Mike Kearney, Treasurer Dave Coleson, Mike Richardson, Ed Ford

Staff: Fire Chief Wolf, Board Recording Secretary Goetz

Also Attending:

Absent:

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 6:00 p.m.

Chief Wolf led the Pledge of Allegiance

Secretary Goetz performed roll call – all present

CONFLICT OF INTEREST

none

PUBLIC COMMENT / BOARD COMMENT

No public comment. Mike Richardson to meet with Chief Wolf to discuss the PIO class he just attended.

APPROVAL OF AGENDA

Moved by Mike Kearney, seconded by Mike Richardson to approve the agenda with the modification to remove items 11D & 11E. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Dave Coleson, seconded by Mike Richardson to approve the 6/12/19 meeting minutes as written. Motion carried unanimously.

Presentations – none

REPORTS

Fire Chief Report –

Administrative Division:

- Upcoming Events
 - Family Dinner – Tuesday, August 6th (Officers)
 - Family Dinner – Tuesday, September 3rd (Squad 1)
 - Family photo before dinner
 - Family Dinner – Tuesday, October 1st (Squad 2)
 - Thanksgiving Pot Luck – Tuesday, November 19th at Station 1
 - Holiday Party – Tuesday, December 17th at Station 1
- Misc
 - CORE Testing
 - 22 current members remaining
 - Scheduled Saturday October 12

Community:

- Local
 - Fireworks display / event executed successfully
 - Managed fireworks
 - Managed all simultaneous incidents
 - Strong mutual aid support
 - Participated in Rooftop Rodeo – four apparatus

Prevention Division (F4):

- Fee Collection
 - Larger issues identified with no impact fee collection
 - Have contact Town Administrator to develop plan
- Community
 - FireWise educational outreach presentations at Estes Valley Library

Training Division (F3):

- Weekly Training
 - July: Engine Company
 - Completed scenarios on 7/23, with live fire on 7/30
 - Averaging 24 members per training
 - August: Rescue Company
- External Classes (Hosting/Instructing)
 - WTGB Unconventional Ground Ladders (July 12) – 20 students
 - Frank Viscuso Step Up and Lead (July 27) – 60 students
 - Fire Academy (August)
 - Exterior = 24
 - 5 from Estes, and all mutual aid agencies represented
 - Interior = 21
 - 7 from Estes
 - Firefighter II = 9
 - Harkins lead instructor
 - Exterior Fire Academy for northern Larimer County agencies (September)
 - Colorado State Chiefs Conference
 - Wolf teaching two courses (Chief Assessments, Training Program Development)
 - Capo teaching one course (Training to Win)
- Notable Training Accomplishments
 - Schaffer, Capo, and Wolf completed 40-hour Peer Support Academy

Operations Division:

- Currently at 343 calls (July 24), 377 calls on this date last year (-9%)
- Recruitment
 - New members completed task books, prepared to start academy
 - Next recruitment push in Spring 2020
- Notable Incidents
 - Fireworks Incident Management
 - Competently handled multiple simultaneous incidents due to split apparatus/capabilities
 - Multi-vehicle crash on Highway 36 (Cherokee Draw)
 - Lightening caused wildfire on Highway 36
 - High angle rescue Dry Gulch
 - SAR on Twin Sisters
- Other
 - County wide apparatus numbering proposal
- Policies
 - Fit Testing policy investigation
 - Active membership policy
 - Draft out to members, collecting feedback

Station & Apparatus:

- Station 1
 - LED Light Upgrade
 - In progress. Can see improvement in bays
 - Flat Roof Replacement
 - Selected contractor, work expected end July/early August
- Station 2
 - Chemical cart?
- Training Site (F6)
 - Roof prop
 - Selected contractor, work expected early August
 - Other
 - Forcible entry prop completed
- Apparatus
 - Ladder 1
 - Photo reports semi-weekly
 - Expected delivery October 2019
- Equipment
 - Air Trailer from LFRA
 - Will ultimately be parked at Station 7
 - Free for use during incidents through mutual aid agreement
 - Rental for training will be in IGA (coming)

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- \$100 for 4-hour class
- \$200 for 8-hour class
- 50% discount for any class with LFRA students

LFRA will be responsible for all maintenance

Treasurer's Report- Dave Coleson reviewed the June 2019 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 Ed Ford, seconded by Mike Kearney to accept paid bills. Motion carried unanimously.

President Klink informed the board that the pension actuarial has been completed and we will need to meet as a pension board to discuss. President Klink will email Milliman and ask for numbers to see how the State contribution would change if we were to raise the monthly pension benefit.

OLD BUSINESS

Dispatch:

- Meeting with all dispatchers July 11
- Mobile CAD programming
- CAD programming
- MDTs ordered from Connecting Point (CO1, CO2, E1)
- Working on paging/alerting options with WAC and Dispatch

Station Transfer:

- Building Transfer
 - Bureau of Reclamation SUP complete, signed, returned
 - Unable to do building from Town via Bill of Sale
 - Must include in public vote
 - Will work to get prices and include on existing ballot.
- Title Transfer of Land
 - Town and Fire sent joint letter to partners requesting concerns on land transfer
 - Will request to BOR to declare land excess/surplus so we can complete transfer under new legislation

Have solo route if new legislation path doesn't work

Strategic Plan:

- Where are we now? *Sent out 5/24/2019*
 - All things I can pull together or have already pulled together
 - Our current status
 - Historic trends for calls
 - Current inventory
- Who are we? *Sent out 5/31/2019*
 - I want to do a series of surveys to compile
 - Mission/Vision/Values
 - Non-negotiables
 - What makes Estes Valley, Estes Valley?
 - What do we want people who join to know about who we are?
 - Survey to members, Board, community members
- Participation
 - Board Members: 2 of 5 = 40%
 - Staff: 4 of 4 = 100%
 - Volunteers: 17 of 38 = 45%
- Members' planning session Tuesday August 27, 19:00

NEW BUSINESS

A motion was made by Mike Richardson, seconded by Mike Kearney to approve the social media and photo policy as reviewed on 6/12 & 7/24. Motion carried unanimously.

A motion was made by Ed Ford, seconded by Mike Richardson to approve resolution 2019-04 to amend the 2018 budget. Motion carried unanimously. This was needed to properly account for the down payment of the new ladder truck.

President Klink asked the board if they had reviewed the 2018 audit as prepared by Dazzio and Associates. The audit was "unremarkable".

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A motion was made by Dave Coleson, seconded by Mike Kearney to accept the 2018 audit by Dazzio and Associates. Motion carried unanimously. Erika Goetz to give Steve Dazzio the ok to file the audit.

Chief Wolf read a letter from Division Chief John Jerome recommending a waiver of plan review and impact fees to the Estes Park High School. A letter from Principal Chuck Scott requesting the fee waiver was available for review as well. Discussion followed.

A motion was made by Mike Richardson, seconded by Mike Kearney to approve the plan review and impact fee waiver for the Estes Park High School. 4-yes, 0-no, 1-Recused from vote

Chief Wolf and President Klink would like to move forward with starting the process to sell Squad 3. The new ladder truck will replace current ladder 6 and squad 3. Squad 3 would be most likely be available at the end of October for pick up, once the new ladder is in service. A motion by Mike Kearney, seconded by Dave Coleson to approve the sale of squad 3 for a net sale of no less than \$70,000 by Chief Wolf and/or President Klink without further approval of the board. Motion carried unanimously.

The next regularly scheduled pension board meeting will be August 28th, 2019. Time TBD at Dannels Fire Station.

The next regularly scheduled board meeting will be August 28th, 2019 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 6.57 p.m.



Ed Ford, Secretary of the Board

EF/eg

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."