

RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District
December 11, 2013 6:00 p.m.
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

Board: President Frank Theis, Vice President Mark Igel, Treasurer Doug Klink, Mike Kearney

Staff: Chief Scott Dorman, Secretary Landkamer

Also Attending: Firefighters CPT Derek Rosenquist, Justin Kearney and Fire Marshal Marc Robinson. Public attendee Dot Dorman and Jim Austin.

Absent: none

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

President Frank Theis called the meeting to order at 6:02 p.m.

Chief Dorman led the Pledge of Allegiance

Secretary Landkamer performed roll call- all here

CONFLICT OF INTEREST

Mike Kearney stated his conflict of interest was the snow removal service for the Dannels Fire Station provided by Kearney & Sons Excavating Inc.

PUBLIC COMMENT / BOARD COMMENT

Board comment: none

Public comment: none

APPROVAL OF AGENDA

Moved by Treasurer Klink, seconded by Vice President Mark Igel to approve the agenda as written. Motion carried unanimously.

APPROVAL OF MINUTES

Vice President Igel commented that at the meeting on 11-20-13, the board talked about the possibility of giving Engine 5 to Glen Haven Volunteer Fire Department in the future. Moved by Vice President Igel, seconded by Mike Kearney to approve the 11-20-13 meeting minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report- Chief Dorman talked about a new fire cadet program that he is putting together for cadets to fill support roles for the fire department. So far he has received positive feedback from many of the firefighters but has not yet received any volunteers.

Chief Dorman spoke with the Chief of the Golden Fire Department in regard to their usage of an active 911 system. The firefighters use phones and ipads in the apparatus with GPS capability. The phone can notify firefighters when there is a page, so firefighters can use their phone in lieu of an extra pager. Chief Dorman signed up for a free 120 day trial for one of the programs and will meet with the Golden Chief and the Golden IT department soon to discuss details including the paging of non-emergent messages. Treasurer Klink commented that the firefighters could use a smart phone to get pages and updates as they become available.

Treasurer Report- Treasurer Klink commented on an article from the Town that stated Steve McFarland said sales tax was down 35% from October. The District is still waiting to see the results from November. Treasurer Klink also commented on Obamacare which states if an organization has more than 50 employees, health care might be mandatory to be provided. A possible cadet program at the EVFPD might push the numbers of volunteers to 50 and that might require the district to provide health insurance to all volunteers plus staff. Chief Dorman stated that Senators are currently working on legislation to exclude volunteer firefighters from this plan.

OLD BUSINESS

Chief Dorman met with Steve Miller to continue the strategic plan process and draft. Steve is currently working on a new module of the wild urban interface section. Chief Dorman has asked the volunteers to give input to Steve, but it has been tough to get this input. The draft portions of the strategic plan are scheduled to be done around the elections in May of 2014 however the whole plan will take longer.

NEW BUSINESS

Discussion was made regarding filling the vacant board seat in the EVFPD. President Theis stated that he and Vice President Igel met and looked at the previous list of candidates from earlier in the year, coming up with a short list of 3. President Theis said he would take board comment on the list of 3 candidates followed by public comment on the candidates, and then poll the board for their decision. President Theis stated that the board had 3 excellent candidates: Ed Ford, Mike Richardson, and Jim Austin.

President Theis stated that Ed Ford was an Assistant Chief with the EPVFD fire department for a long time and he was very knowledgeable about the department and the district. President Theis also stated that Mike Richardson was very eager to get the job done if selected and was also very familiar with the department and district as he was once a member of the EPVFD as well. President Theis concluded by stating Jim Austin did a lot of writing for the proposed task force and knows the District extremely well. President Theis commented that both Ed Ford and Mike Richardson said they will be running for a spot on the board in the May 2014 elections while Jim Austin was not due to the fact he spent months out of town each year and could not commit to the full time need the board member position deserved.

Vice President Igel stated that Jim Austin would continue to support and contribute to the District regardless if he is appointed or not. Ed Ford and Mike Richardson both have experience with the department but Mike Richardson also has experience as a board member and might be able to get up to speed quicker. Vice President Igel stated that all 3 candidates would do a great job in the position.

Mike Kearney asked for comment from Jim Austin to be sure he was not planning on running for a seat in the May elections and Jim stated due to his travel it would not be fair to run for the term but added he supports the strategic plan at every level. Jim Austin also added he ran in '06 – '07 and won a seat as he was second behind Jack Rumley. Mike Kearney said he is leaning towards someone that will run again in the spring for continuity's sake, and therefore is leaning towards Ed Ford or Mike Richardson.

Treasurer Klink said he had never talked to Ed Ford until recently and was very impressed. Treasurer Klink would also like to see someone fill the vacancy that wanted to run in the spring. Treasurer Klink commented that Mike Richardson has a lot of experience from being a member of the Rec District's Board and although all candidates were excellent, he was leaning towards Mike.

President Theis said it is important to strive to have balance on the board and although a broader representation is good, we have a short time and need the consensus of the board. President Theis thinks it is an advantage to select Jim because he is not like the majority of the board and has not been a member of the fire department. President Theis also said Ed Ford and Mike Richardson could offer to contribute to the strategic plan and support the district if not appointed.

Public comment was opened and CPT Derek Rosenquist commented that of the 3 candidates, only Jim Austin was at tonight's meeting. Vice President Igel said Ed Ford and Mike Richardson intentionally did not come to the meeting tonight as to not make it awkward. CPT Rosenquist also commented that if the board is full of past firefighters it could impact the pension board and the ability to make large decisions as a majority of the members would either be drawing or eligible in the future to receive firefighter pension. President Theis mentioned that although it would be good to have board members that were not firefighters, many firefighters are the ones that are interested in the fire district in the first place.

President Theis asked for all the board member's votes for the vacancy and the result was as follows;

Vice President Igel: Mike Richardson
Mike Kearney: Mike Richardson
Treasurer Klink: Mike Richardson
President Theis: Mike Richardson

Moved by Vice President Igel, seconded by Treasurer Klink to appoint Mike Richardson to fill the current vacancy on the Estes Valley Fire Protection District's Board of Directors. Motion carried unanimously.

Discussion was made on the 2014 notice of regular meeting dates and times. A consensus was made to keep the current day and time the same for the 2014 year.

Moved by Vice President Igel, seconded by Mike Kearney to approve the Notice of Regular Meeting Dates and Times as the second and fourth Wednesday of every month beginning at 6:00pm. Motion carried unanimously.

Treasurer Klink discussed the proposed 2014 budget and stated that Rachelle Meyer of Clifton Larson Allen suggested adding money to the contingency line. Rachelle also stated that the EVFPD's budget is very precise and typically many districts round to the nearest \$10,000. Chief Dorman said the beginning fund balance is about 1.2 million dollars. Vice President Igel had the opportunity to meet with Chief Dorman and Treasurer Klink to go over the budget in more detail and was impressed with the budget and enthusiastically stands behind it. President Theis said he found out a bit more about the Town's position on raises next year and they identified different classifications and pay scales in August, prior to the flood.

The Town at first was going to freeze this change but since then has decided to restore all changes to take effect in the New Year.

Moved by Mike Kearney, seconded by Vice President Igel to approve Resolution 13-01 to adopt the 2014 Budget and Appropriate Sums of Money. Motion carried unanimously.

Treasurer Klink discussed the mill levy and the fact that the 1.950 mills of valuation equaled the money that was needed.

Moved by Vice President Igel, seconded by Mike Kearney to approve Resolution 13-02 to Set Mill Levies for Larimer County. Motion carried unanimously.

Vice President Igel discussed the volunteer development committee. Vice President Igel and Mike Kearney made a presentation to the volunteers at the last volunteer business meeting and held a lengthy presentation concerning ideas on how to attract and retain new volunteers to the organization. A total of 6 firefighters showed interest and volunteered to take part in this committee: Rick Spear, Phil Marston, Sherry Hess, Chris Rahn, Brian Faith, and Justin Kearney. Vice President Igel stated the volunteers should fit the criteria of not only be willing to attend meetings but also be in good standing with the department. Chief Dorman said he will go over good standings with CPT Rosenquist and report the findings to the board and also commented that a good brainstorming session would be valuable. Vice President Igel and Mike Kearney will coordinate a meeting time and let Chief Dorman know, hopefully before the holidays.

Moved by President Theis, seconded by Mike Kearney to enter into executive session pursuant to Section 24-6-402(4)(f) C.R.S for purposes of discussing a personnel issue regarding the EVFPD Administrative Assistant position. Motion carried unanimously.

Executive Session ended at 7:38 pm.

President Theis asked Vice President Igel to notify all the candidates of the board's decision to select Mike Richardson to fill the board vacancy and President Igel agreed. The Treasurer's Report will be given at the next meeting due to the fact that the meeting on 12-25-13 has been cancelled. The swearing in of the new board member will also be scheduled for the 1-8-14 meeting.

The next regular board meeting is scheduled for January 8, 2014 at 6:00p.m. at the Dannels Fire Station. Meeting adjourned at 7:43 p.m.



Suzanne Landkamer, Recording 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."