

# RECORD OF PROCEEDINGS

**Meeting Minutes of the Estes Valley Fire Protection District**  
**January 24, 2024 4:30 p.m.**  
**Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

**Board:** Jon Hodde, Dave Hamrick, Brian Tseng, Ryan Bross, Marybeth Bruchwalski

**Staff:** Chief Paul Capo, Administrative Assistant Marinda Baxter, Div.Chief Jon Landkamer

**Also Attending:** Lt. Ron Bruchwalski; Captain Rick Spear, Ryan Leahy, Joan Hooper, William Oster

**Absent:** none

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

**President Ryan Bross called the meeting to order at 5:02 p.m.**

**Chief Capo led the Pledge of Allegiance**

**Marinda Baxter performed roll call – all present**

## **CONFLICT OF INTEREST**

None

## **PUBLIC COMMENT / BOARD COMMENT**

No public comment.

## **APPROVAL OF AGENDA**

Moved by Ryan Bross and seconded by Marybeth Bruchwalski to approve the agenda as written. Motion carried unanimously.

## **APPROVAL OF MINUTES**

Moved by Dave Hamrick and seconded by Marybeth Bruchwalski to approve the meeting minutes from the 1/10/24 and 1/17/2024 board meetings as written. Motion carried unanimously.

## **PRESENTATIONS**

None

## **REPORTS**

**Fire Chief Report** – Ops update- 2024 has been busy so far with 49 calls (last year we had 21 at this point). The recent structure fire has been the most significant. 2 new firefighters have joined, one from another department already certified and EMT certified as well.

Training update- currently conducting medical training collaboratively with Estes Park Health. There's a need for driver/engineer so 12 firefighters have been designated competent enough to move forward with training. Also, ice rescue certification and refresher class are coming up.

**Prevention** – Working on mitigation project planning for this upcoming wildfire season and working through some grant ideas. Stacey preparing for ICC 2 test, which will allow her to assist with new construction inspections. Right now, only certified to inspect existing buildings.

Working through process of 2021 code adoption, temporarily delayed for language addition. Language was approved at the last board meeting and will now be added to the town board agenda. This will allow us to have sprinklers in all residential structures within our district.

Station/apparatus update – CDOT making sure pre-emption equipment is added to new stoplights with loop construction. New mirrors have been added to engine 72.

Update on 1A renewal – ballot language has been approved for April 2<sup>nd</sup> ballot. Noted that paid staff can't advocate or campaign.

Town board study session discussed difficulties obtaining homeowner insurance due to fire risk. They will gather more information.

**Volunteer Captain Report** – Recent structure fire was a good opportunity to put skills to practice and use some of the advanced tactics that have been taught over the years. Question regarding plans to buy a type 6 wildland apparatus. Landkamer stated this had been deferred and hoping to put more energy into that process this first quarter.

**Treasurer's Report** – Reviewed December 2023's balance sheet(s) including, but not limited to governmental fund and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve. Moved by Ryan Bross and seconded by Dave Hamrick to approve transactions listed in the Treasurer's report. Motion carried unanimously.

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## OLD BUSINESS

Chief Recruitment Process – A top candidate has been identified and we are now in the process of confirming legal posting requirements with our attorney. If the current requirement has been met, then we should be able to extend an official offer by tomorrow. Candidate is aware of the delay. Salary range and assistance with moving expenses has been discussed. Candidate has asked us to wait on an official announcement until after the weekend. The announcement should come on Monday.

## POLICY UPDATES

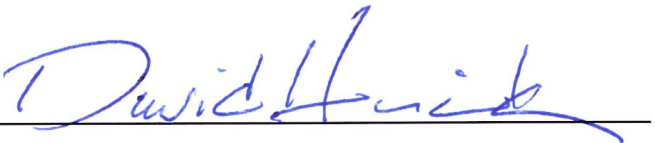
Moved by Dave Hamrick and seconded by Marybeth Bruchwalski to approved Policy #242 Fire Chaplaincy program. Motion carried unanimously.

## NEW BUSINESS - none

The next board meeting will be on Wednesday, February 28<sup>th</sup>. February 14<sup>th</sup> meeting will be cancelled. Chief Capo asked that we add 2023 annual report to the February 28<sup>th</sup> meeting agenda

Motion by John Hodde, seconded by Dave Hamrick to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 5:24 p.m.



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."*