

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

November 24, 2021 5:30 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: Mike Richardson, Ed Ford, Jon Hodde, Larry Leaming, Dave Hamrick

Staff: Fire Chief Wolf, Board Recording Secretary Goetz

Also Attending: Div. Chief Kevin Sullivan in person; Ryan Bross, Brian Tseng, and Fire Inspector Raina Eshleman via ZOOM

Absent: Mike Richardson absent excused

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

Due to the COVID-19 precautions this meeting was held in person for the board and via ZOOM for the public.

Ed Ford called the meeting to order at 5:30 p.m.

Chief Wolf led the Pledge of Allegiance

Secretary Goetz performed roll call – Mike Richardson absent excused

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

Ryan Bross thanked the FD for their efforts last week on the fire.
No board comment.

APPROVAL OF AGENDA

Moved by Dave Hamrick, seconded by Larry Leaming to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Larry Leaming, seconded by Dave Hamrick to approve the 10/27/2021 meeting minutes as written. Motion carried unanimously.

Presentations: Div. Chief Kevin Sullivan presenting on the Estes Valley Fire's Community Risk Reduction Plan. A PowerPoint presentation was shown to the board along with handouts highlighting the risks found in the Estes Valley, what we are doing to mitigate these risks, and where we should be.

Brian Tseng wanted to thank Chief Sullivan for the talk he gave in the spring highlighting these issues and how valuable it was.

Dave Hamrick asked Chief Sullivan how we are doing mitigation work and asked how that fits into this CRR plan.

Larry Leaming commented on how informative this presentation was and that it should be added the board orientation.

REPORTS

Fire Chief Report –

Administrative Division:

- Upcoming Events
 - Catch the Glow Friday
 - Four apparatus in parade
 - Two apparatus helping in blocking intersections
 - Holiday Party December 14th
 - Requires modifications due to mask ordinance
 - Grocery gift cards with unspent budget, select Country Market or Safeway
- Other
 - Election
 - Self-nominations submitted between 1/1 and 2/25
 - Election (if needed) Tuesday May 3

Prevention Division:

- Ready, Set, Go! Grant Program
 - Selected proposed sites, reaching out to property owners
 - Have info for Town process, including app and presentation to Parks Advisory Board
- CWPP
 - Community Engagement meeting, good HOA representation
 - Goal of completion summer 2022
- Community
 - Emergency Preparedness event 11/13 with American Red Cross
 - Working with Town and County on sort yard grant application
 - Engagement while working Division on Sunday

Training Division:

- Weekly Training
 - Completed CPR refresher training
- Academy
 - Academy graduation held last week
 - 34 graduates – 15 FFII, 7 Ext, 13 Int
 - HazMat in December
- Finalizing 2022 Training Calendar

Operations Division:

- Calls Stats
 - 11/24/2021: 597
 - 11/24/2020: 536 (+11%)
 - 11/24/2019: 572 (+4%)
- Notable Incidents
 - Kruger Mountain Fire
 - 147 acres, now 100% contained, USFS
 - USFS presence Th and F, hope to have controlled Friday
 - Exceptional cooperation between Fire and Law
 - Dispatch navigated well
 - Multiple incidents during Kruger Mountain, covered by LFRA
 - MVCs
 - Search & Rescue
 - 11/23: three roll-over vehicle wrecks in 12 hours
 - SAR on Olympus

Station & Apparatus:

- Station 71
 - Multiple major projects completed in 2021
- Station 72
 - Confirmation from RMNP they will not be tearing down
 - Starting conversations about potential expansion
- Apparatus
 - Squad 79 lights upgraded
- Equipment
 - Radio PM and programming scheduled

Volunteer Assistant Fire Chief Report –

- LCSO released – Diana Brown’s remains located in Black Hollow

Treasurer’s Report- Jon Hodde reviewed the October 2021 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. Sales tax projections were discussed. Moved by Larry Leaming, seconded by Dave Hamrick to accept paid bills. Motion carried unanimously.

OLD BUSINESS

Strategic Planning:

Larry Leaming updated the board on the progress made thus far with the committee. The committee sees the growth in population, construction, call volume and has expressed their

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concerns. It has now come to a point where the board should set the high level key outcomes that can be passed onto the staff and membership for delivery.

2022 Budget

No major updates to report. Staff is dialing in a few numbers as final numbers for 2022 are being received for items like workers compensation.

NEW BUSINESS

First Review of Updates to the Financial Policy

No questions or concerns brought forward. Second review and approval will be on the 12/1/2021 agenda.

Change of Legal Firm

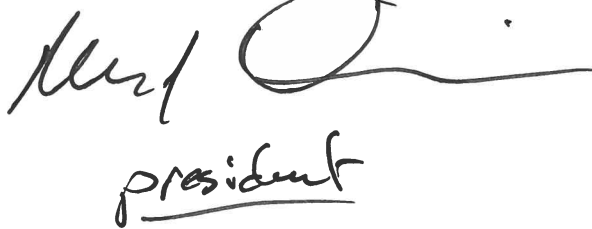
Our current legal firm of Collins Cockrel & Cole is dissolving at the end of 2021. See letter from legal firm. Our attorney Linda Glesne will be at Cockrel Ela Glesne Greher & Ruhland, PC as of 1/1/2022. It is Chief Wolf's recommendation to continue to utilize Linda Glesne for her knowledge of special districts, knowledge of our district, and continuity of operations. This service has not been put out for bid. We do not pay a retainer as our legal services are billed hourly.

Motion by Jon Hodde, seconded by Dave Hamrick to transfer our legal services to Cockrel Ela Glesne Greher & Ruhland, PC effective 1/1/2022. Motion carried unanimously.

The next regularly scheduled board meeting on Wednesday December 1st, 2021 at 5:30pm.

Meeting adjourned at 6:55 pm.

Larry Leaming, Secretary



Handwritten signature of the President, with the word "president" written below it.

LL/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."