

**Meeting Minutes of the Estes Valley Fire Protection District
December 9th, 2020 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 via ZOOM platform: none

Absent: all present

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 as a ZOOM meeting.

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

Chief Wolf explained how executive session would work using ZOOM.

APPROVAL OF AGENDA

Moved by Larry Leaming, seconded by Mike Richardson to approve the agenda as written. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Larry Leaming, seconded by Dave Hamrick to approve the 11/25/2020 meeting minutes as written. Motion carried unanimously.

Presentations: None

REPORTS

Fire Chief Report –

Administrative Division:

- Other
 - Scheduled year end reviews for all staff in January
 - Planned Year-End presentation on January 27th board

Prevention Division:

- Fire Restrictions
 - County and State expired, ARP/RMNP lifted, Estes lifted
- Ready, Set, Go! Grant Program
 - Guidebook in process
 - Kiosk approved, design in process
 - Evacuation tabletop, planned for Q2
- NFPA Community Risk Assessment Grant Program
 - Will review three years of incident data to help assemble customized risk assessment
 - In “Dashboard B” thanks to amount of data we have available
 - Resources grant, not money (like RSG)

Training Division:

- Weekly Training
 - Completed training for 2020, with last two on Zoom
 - Break for holiday, then assess
- External Classes (Hosting/Instructing)
 - Completed IFSTA transition for FF and HazMat
 - HazMat starting December
- Notable Training Accomplishments
 - Academy completed
 - Three new interior firefighters
 - Lieutenant Thomas added as qualified HazMat instructor

Operations Division:

- Calls Stats
 - 12/09/2020: 558 (-7.6%)
 - 12/09/2019: 604
- Recruitment
 - Received three applications
 - Increased push on social media and through members
- Other
 - Firefighter evaluations happening through late December/early January

Station & Apparatus:

- Station 1
 - New projector in training room
 - New TV and mount in training room
 - Upgraded Bay TV with old tv from training room
 - Repairs to sprinkler system, antifreeze leak
- Station 2
 - Chemical cart moved to Museum
- Training Site
 - Winterized
- Apparatus
 - Caught up on all known mechanical issues
 - Winter tires for Staff 70 and Staff 73
 - Plow on U71
 - Swapped E72 and T72
 - E713 and E716 received deep inspection for season end

OLD BUSINESS

Extension of Disaster Declaration

While we are operating under a disaster declaration the board needs to formally extend the order at each board meeting.

Motion by Mike Richardson, seconded by Larry Leaming to extend resolution 20-02 continuation of declaration of local disaster emergency. Motion carried unanimously.

NEW BUSINESS

2nd Review of Proposed Salary Range Updates

Chief Wolf presented to the board the proposed salary range updates. No changes since it was presented at the last board meeting.

Motion by Dave Hamrick, seconded by Jon Hodde to approve the salary range updates as written. Motion carried unanimously.

2nd Review of Proposed Changes to Prevention Fee Schedule/ Resolution 2020-07

Chief Wolf presented to the board proposed updates to the plan review and inspection fee schedule. Since the last meeting there was a minor change to section 1A of the illegal burning to change from 15 feet or less to 15 feet or more. The fee schedule for illegal burning was approved by our lawyers for inclusion. Dave Hamrick noted that the description for gate installation did not match for gate installation.

Motion by Larry Leaming, seconded by Mike Richardson to approve resolution 2020-07 prevention fee schedule with the correction to gate installation description. Motion carried unanimously.

Chief Wolf presented the proposed changes to the plan review fee waiver policy. There have been no updates since the 1st review.

Motion by Mike Richardson, seconded by Dave Hamrick to approve the updates to the plan review fee reduction/waiver policy. Motion carried unanimously.

Chief Wolf presented the proposed changes to the impact fee reduction/waiver policy impact fee waiver policy. There have been no updates since the 1st review.

Motion by Mike Richardson, seconded by Jon Hodde to approve the updates to the impact fee reduction/waiver policy. Motion carried unanimously.

Combined Resolution 2020-08 to Adopt the Budget & Appropriation of Funds

Chief Wolf presented to the board resolution 2020-08. No changes since the last review of the budget. One question was brought up by the board wondering about the timeline for new vehicle delivery.

RECORD OF PROCEEDINGS

Motion by Jon Hodde, seconded by Larry Leaming to approve resolution 2020-08 to adopt the budget & appropriation of funds. Motion carried unanimously.

Resolution 2020-09 to set Mill Levies

Chief Wolf presented to the board resolution 2020-09 to set the mill levies at 1.958 mills. Motion by Mike Richardson, seconded by Dave Hamrick to approve resolution 2020-09 as written. Motion carried unanimously.

2021 Meeting dates & Times

The notice for 2021 meeting dates and times was presented. There was no discussion of changes. Dates and times will remain the same, 2nd and 4th Wednesday of the month at 5:30pm. Motion by Dave Hamrick, seconded by Mike Richardson to approve the 2021 meeting dates and times. Motion carried unanimously.

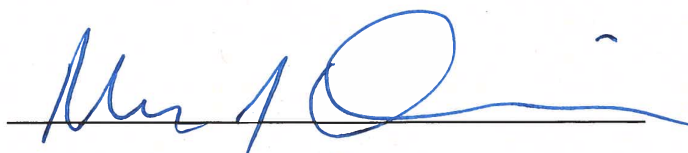
At 5:53 pm President Ford moved to enter executive session pursuant to section 24-6-402(4)(f) C.R.S. for purposes of discussion a personnel matter regarding Chief Wolf. This was seconded by Larry Leaming. Motion carried unanimously.

At 6:50pm Larry Leaming motioned to exit executive session where no action was taken and nothing outside of the scope of the personnel matter regarding Chief Wolf was discussed and to return to the open meeting, seconded by Jon Hodde. Motion carried unanimously.

Motion by Mike Richardson, seconded by Dave Hamrick to approve a 2020 bonus in the amount of \$8,500 to Chief Wolf. Motion carried unanimously. The board commended Chief Wolf on the hours he puts in, work ethic, and demonstrated leadership.

The next regularly scheduled board meeting will be Wednesday January 27, 2020 at 5:30 p.m. via ZOOM.

Meeting adjourned at 6:52p.m.



Mike Richardson, ~~Vice~~ President of the Board

MR/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."