

# RECORD OF PROCEEDINGS

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## Meeting Minutes of the Estes Valley Fire Protection District

December 12, 2018 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 6:02 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – all present**

### CONFLICT OF INTEREST

Kearney for snow plowing, conflict has been filed with the State

### PUBLIC COMMENT / BOARD COMMENT

No public comment

Ed Ford stated that he was sorry to have missed Capo's promotion to Ops Chief. The comments on the Facebook post were positive.

### APPROVAL OF AGENDA

Moved by Mike Kearney, seconded by Ed Ford to approve the agenda as written. Motion carried unanimously.

### APPROVAL OF MINUTES

Moved by Dave Coleson, seconded by Mike Richardson to approve the 11/28/18 meeting minutes as written. Motion carried unanimously.

**Presentations – none**

## REPORTS

Fire Chief Report –

### Administrative Division:

- Upcoming Events
  - Holiday Party – Tuesday, December 18<sup>th</sup>, 18:00 at Station 1
  - Awards Banquet – Friday, February 8<sup>th</sup> at YMCA
  - 2019 Events on the training calendar
- Policies, Procedures, and Guidelines
- Staff annual performance reviews scheduled for January 2019

### Prevention Division (F4):

- 2018 International Fire Code Adoption
  - Larimer County intends to go live with 2018 code January 1, 2019
  - Fire Marshal presentation to Board with recommendations on February 13, 2019 (advertise for public input/comment/attendance)
  - Intent for second review/discussion/vote on Estes Valley Resolution February 27, 2019
  - Letter to Town of Estes Park and Larimer County March
- Community
  - Articles with Trail Gazette on smoke alarms AND FireWise
  - Article picked up by Missouri Valley Dispatch

### Training Division (F6):

- Notable Training Accomplishments
  - DFPC Testing (Estes)
    - FF1 – 6, FF2 – 1, FSI1 – 2, FOII - 1

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- Mutual Aid
  - Interest from Big Elk and Pinewood Springs Fire for us to track their DFPC FFI JPRs
  - Have contract draft from Linda for their review

### **Operations Division:**

- Promotion of Paul Capo to Division Chief of Operations & Training
- Currently at 619 (11/28) calls (714 on 12/12/2017)
- Recruitment
  - Spring 2019 calendar put together
- Notable Incidents
  - Two spontaneous combustion ground fires
- Dispatch
  - Initiated process to become full member of CRISP, January 2019
  - Working on new CAD design and roll out, ETA March 2020
  - Working on paging/alerting options with WAC and Dispatch
  - Have built notification polygons for Everbridge

### **Station & Apparatus:**

- Apparatus
  - Truck purchase
    - Contract signed in December 2018, delivery October 2019 (270 days)

### **NEW BUSINESS**

The 2019 budget was presented again with no notable changes since the last meeting on 11/28/18. Chief Wolf provided a cost flow analysis for 2019 & 2020 to the board. Motion by Mike Richardson, seconded by Mike Kearney to approve resolution 2018-07 to adopt the budget and appropriation of funds. Motion carried unanimously.

Motion by Ed Ford, seconded by Dave Coleson to approve resolution 2018-08 to set mill levies. Motion carried unanimously.

Discussion by board about keeping the same meeting dates and times for 2019. Motion by Mike Kearney, seconded by Ed Ford to meet the 2<sup>nd</sup> & 4<sup>th</sup> Wednesdays at 6pm in 2019 at Dannels Fire Station. Motion carried unanimously.

President Klink presented reasoning to give Chief Wolf a bonus for work done in 2018. Chief Wolf's contract does not provide for an increase or COLA for the 3-year term. Chief Wolf presented the Board with his targets/goals from 2018 and where he was with them. Motion by Doug Klink, seconded by Mike Kearney to approve a 2018 incentive bonus to Chief Wolf in the amount of \$7,000. Motion carried unanimously.

The next regularly scheduled board meeting will be January 23rd, 2019 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 6:26 p.m.



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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."*