

# RECORD OF PROCEEDINGS

## Meeting Minutes of the Estes Valley Fire Protection District

July 25, 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, Fire Marshal John Jerome

### Also Attending:

**Absent:** Mike Kearney absent excused

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 6:04 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – Mike Kearney absent excused**

### CONFLICT OF INTEREST

none

### PUBLIC COMMENT / BOARD COMMENT

None/None

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

Moved by Dave Coleson, seconded by Ed Ford to approve the 6/27/18 & 7/11/18 meeting minutes as written. Motion carried unanimously.

**Presentations –** John Jerome presented the findings of the Mary's Lake Lodge fire. It was ruled undetermined due to lack of being able to connect the heat source and the fuel. John also presented the 60-day fire trends in which we had 4 structure fires and 4 wildland fires.

### REPORTS

Fire Chief Report –

#### Administrative Division:

- Switching payroll to Pinnacle on September 1, 2018
- Interviewed Brian Schaffer, head of Crossroads, to serve as new Chaplain
  - Sending him to PEER support training in September

#### Prevention Division (F4):

- Plan Reviews and Assessments for July (1-15)
  - First contact inspections 33
  - Re-inspects 4
  - Complaints 2
  - Community outreach 3p
  - Plan reviews 7
  - All plan reviews up to date
- Misc
  - Assisted schools in plan for Westernaires
  - Marys Lake Lodge Report completed
  - Article for Get Well, Live Well Estes magazine
  - F4 participated in panel discussion on VRBOs in Larimer County
- Community
  - Fireworks executed safely
  - Had six staffed apparatus during show (4 Estes, 2 Mutual Aid)

#### Training Division (F6):

- Weekly Training
  - July: Water Rescue (2 weeks Swiftwater, 1 week dive, 1 week wildland)
  - August: Search & Rescue
- External Classes (Hosting)
  - WTGB: Unconventional Ground Ladders 7/13 – sold out at 24 students

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- WTGB: Fire On The Plains FF Survival 7/20-22 – 23 students
- Certification Classes (Hosting)
  - Fire Academy 8/16, advertisements going. EVFPD 13, GH 3, PS 2, AP 2
- Notable Training Accomplishments
  - 4051 hours of training in first half of year (5100 in all of 2018)

### Operations Division:

- Currently at 378 calls (7/25/18)
- Down 39 calls from this date in 2017 – change in EMD (even on 6/1, so very recent)
- Recruitment
  - Added 10 members, all expected to complete academy this Fall
- Notable Incidents
  - Wednesday, July 18
    - Swiftwater Rescue in Rocky Mountain National Park
    - Rescue on Pole Hill utilizing UTV
    - Mutual aid wildland fire to Loveland
    - High Angle Cardiac Arrest at YMCA
    - Commercial Structure fire at NAPA
  - Monday, July 23
    - Search and Rescue of lost hikers on Twin Sisters
  - Tuesday, July 24
    - Dumpster Fire in Hermit Park
- Dispatch
  - All Estes dispatchers spending time shadowing in Fort Collins
  - Fort Collins helping us build run cards, training Estes
  - Working on clarity for SAR incidents
  - LETA taking lead on potential call processing requirements for County

### Community:

- Estes Park
  - Big Elk Auction on Saturday
- County Chiefs
  - Scheduled next meeting for August 29, hosted by LETA
- State Chiefs
  - On planning committee for State Chiefs convention
  - Presenter at State Chiefs

### Station & Apparatus:

- Training Site (F6)
  - Classroom
    - Trim done
    - Floors etched, first coat of paint down today
  - Awning
    - Scheduled this coming Fri/Sat
- Apparatus
  - Ladder 6 (F6)
    - Committee settled on 100' straight stick, tandem axle
    - Working with Jason Byrne of Front Range Fire on spec
    - Target of September for spec to send out for bid

Treasurer's Report- Treasurer Dave Coleson reviewed the June 2018 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.

Moved by Ed Ford, seconded by Dave Coleson to accept paid bills. Motion carried unanimously.

### OLD BUSINESS

- Station Transfer: Still pursuing options
- Strategic Planning: Gallagher election
- Working on "Letter to the Editor" to explain why we are going for this election.
- Highlighting:
  - No change in mill levy since District formation
  - We have lost out on revenues because of intersection of Gallagher and TABOR
  - We have "tightened our belts" to be fiscally responsible
  - We have still managed to get a lot done, and increased our capabilities in many fronts
  - Will assemble a capital purchase plan with and without success on this issue
  - Discuss implications for Ladder 6 replacement

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### NEW BUSINESS

The board reviewed the agreement with NCRCN and noticed that there was no termination language.

Motion by Mike Richardson, seconded by Dave Coleson to approve the agreement once appropriate termination language was added. Motion carried unanimously.

The board reviewed a proposed CORA policy. This would designate Erika Goetz as records custodian and allow the district to charge for search and discovery of records. This will be presented again on August 22<sup>nd</sup> for approval.

The next regularly scheduled board meeting will be August 22, 2018 at 6:00 p.m. at Dannels Fire Station.

Meeting adjourned at 7:13 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."*

