

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District
November 22, 2023 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, Chief of Staff Erika Goetz

Also Attending: Lt. Brad Harris, Lt. Ron Bruchwalski

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 4:34 p.m.

Chief Capo led the Pledge of Allegiance

Erika Goetz performed roll call – all present

CONFLICT OF INTEREST

None

PUBLIC COMMENT / BOARD COMMENT

No public comment.

President Bross wanted to thank everyone for a great academy graduation on Saturday.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Moved by Jon Hodde and seconded by Brian Tseng to approve the meeting minutes from the 10/25/2023 & 11/16/2023 board meetings as written. Motion carried unanimously.

PRESENTATIONS

None

REPORTS

Fire Chief Report –

Administrative Division:

11/24 Catch the Glow Parade

12/12 Holiday Party

FPPA opening up to Volunteer departments in April, more info to come after January 1st

Prevention Division:

- Stacey is completing business inspections as well as preparing for her ICC II test. She is also accompanying Joe on his inspections so she can learn from him.
- Jamie Kuryllo has submitted the CWDG grant for a project total of \$700,000. Town of Estes Park is committing to the required match of \$175,000.
- Wesley is completing many home WUI assessments in Windcliff and throughout other neighborhoods in our District, as well as project development for the CWDG and COSWAP grants.

Operations Division:

Thanksgiving dinner 75ish attendance

- 593 -2023 584 – 2022
- 43 Vol ff's + 3 paid
- Calls- 3 structure fire calls False Alarms
- Some new Operational Enhancements (L71 sandbag, Hydrant strap)
- Renamed engine Assignments
- Radio PM's Done with addition of new TAC 3 and other channels

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Training Division:

- FA Class 7 – 19 Students 3- Ext. 11 Int. 5 FFII Students
 - Inst. Yr- EVFPD
 - Leadership award - EVFPD
- 27 last night
- Communication Plan, Report Writing, Operational Alterations, Equip Editions(Ladder sand bag, Hydrants webbing), Engine Ass., Typical Expectations. Leadership training
- Haz Mat Academy 15 students
- Finished training Calendar Next year

Station & Apparatus:

- Garrett Humi has passed his Emergency Vehicle Technician Level 1 certification tests.
- MES Finished annual air-pack and regulator testing.

Volunteer Captain Report – No report this meeting

Treasurer's Report – Treasurer Marybeth Bruchwalski reviewed the October 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. Moved by Brian Tseng and seconded by Ryan Bross to accept transactions as listed in the Treasurer's report. Motion carried unanimously.

OLD BUSINESS

Chief Recruitment Process- No updates since the in person with Prothman

2024 Proposed Budget – No major changes to the budget since the last meeting. Governor Polis signed SB23B-001 on Monday. We are working with our legal and accounting firm to keep on top of the changes. The deadline for the budget approval and mill levy adoption has been moved to 1/10/2024.

POLICY UPDATES

Chief Paul Capo presented policy #206 Auxiliary Program to the board for its second review. Motion by Ryan Bross, seconded by Marybeth Bruchwalski to approve policy #206 striking the "expected to respond to ___ calls per year". Motion carried unanimously.

NEW BUSINESS

Loaned Apparatus Agreement

Chief Capo presented the loaned apparatus agreement to the board indicating that this is an enhancement of an existing agreement. The current agreement in place is with LFRA and this agreement expands to add more departments.

Motion by Jon Hodde, seconded by Brian Tseng to approve the loaned apparatus agreement. Motion carried unanimously.

2021 IFC Code Adoption

Chief Capo brought the 2021 IFC code adoption to the board for approval. No changes since Chief Landkamer presented the 2021 code to the board in October.

Motion by Brian Tseng, seconded by Ryan Bross to approve resolution 2023-10 to adopt the 2021 International Fire Code. Motion carried unanimously.

Sale of T73

Chief Capo presented to the board a letter of recommendation by Chief Landkamer to sell T73 to the VFD of Big Elk. Discussion took place. The board places value to sell T73 to a mutual aid department.

Motion by Brian Tseng, seconded by Bryan Bross to waive policy 175 bid requirements and sell T73 to VFD of Big Elk for \$10,000. Motion carried unanimously.

The next board meeting will be on Wednesday, December 13th at 4:30 pm.

Motion by Brian Tseng, seconded by Marybeth Bruchwalski to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 5:17 p.m.



David Hamrick, Secretary VP

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."