

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
THE SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT**

April 17, 2007

1 A meeting of the Board of Directors held in the Board room at 6550 E. 72nd Avenue, Commerce
2 City, was called to order at 6:20 p.m. by President Ken Koger.

3 The following directors were present: Randy Buckalew, Rocky Teter and Jim Machuga, and Bob Harpin
4 Also present were: Fire Marshal LaPenna, Diane Roemer-Vigil, Chief Craig Machuga and Tom
5 Merrigan.

6 **Introduction of guests:** Kevin Phillips and Andy Nevil

7 **Minutes**

8 Mr. Koger asked for approval of the March 20th, 2007 minutes, Mr. Jim Machuga made a motion to
9 approve the minutes, Mr. Randy Buckalew seconded-carried.

10 **Treasurers Report:**

11 Submitted with packets.

12 Mr. Harpin informed the Board there are a few categories on the summary that have gone over the 25%
13 budget for the first quarter of the year. He suggested watching what is being spent for the remainder of
14 the year.

15 **Bills:**

16 Submitted with the packets.

17 Mr. Harpin made a motion to pay the bills for March for a total of \$187,652.85, Jim Machuga seconded-
18 carried.

19 **EMS:**

20 No Report

21 **Report on Buildings:**

22 Mr. Machuga informed the Board the toilet at Stat. #4 needs to be repaired.

23 Randy Buckalew stated Stat. #5 is very messy and needs to be cleaned up.

24 Chief Machuga informed the Board, Derek Ross volunteered to build cabinets to place items in, it
25 would cost about \$200 for material to build cabinets and countertops.

26 The Board agreed to spend the money to clean up Stat. #5.

27 **Board Comments:**

28 Bob Harpin informed the Board the District should think about putting in an elevator, maybe Kevin
29 Phillips could look into a grant for one at the District offices.

30 Jim Machuga is concerned about children riding in the fire trucks.

31 Chief Machuga informed the Board he handled the problem and will not allow any children in the trucks
32 including riding in the parade.

33 Jim Machuga made a motion, no children are allowed in or on any fire equipment, Bob Harpin
34 seconded- carried.

35 Ken Koger would like to discuss the Kroenke stadium issues. He is concerned about firemen and the
36 Bureau's need to be at the stadium during events.

37 Marshal LaPenna feels there needs to be a presence from the fire department, to patrol the concourses
38 for life safety issues, exiting problems, etc.

39 Discussion followed.

40 Mr. Merrigan stated again the volunteers cannot get paid by Kroenke due to the fact it would interfere
41 with their volunteer pension.

42 Kroenke will make a donation to the department at the end of the season to the volunteers

43 Marshal LaPenna stated Kroenke could pay the Bureau personnel directly and they would not receive
44 comp time.

45 Ken Koger suggested Marshal LaPenna set up a meeting with himself, Kevin Vincel and someone from
46 Kroenke to come to an understanding about when the firemen need to be there and about the pay
47 situation.

48 Mr. Koger decided on a meeting on Monday, April 30th, at 6:00P.M. with the Board, Marshal LaPenna,
49 Chief Machuga, Kevin Vincel and Mike Rock, from Kroenke Stadium.

50 Mr. Koger inquired if anyone has taken any training from Mountain States Employers Council.

51 Marshal LaPenna stated he has not seen any classes he was interested in.

52 Rocky Teter informed the Board about an article in the SDA newsletter regarding storing electronic
53 material.

54 Mr. Merrigan informed the Board there is a court hearing on going regarding that matter called E-
55 Discovery.

56 Randy Buckalew would like to thank the Chief and the department for a job well done on the house fire
57 last Sunday.

58

59 **Legal Comments:**

60 Mr. Merrigan informed the Board he is close to finalizing the revisions on the Shea Homes deed,
61 which is 47 pages.

62 Regarding the Furma Irthum land, on 112th Avenue, the survey has been done and now has to subdivided
63 for the platting process through the city of Brighton.

64 He has prepared a resolution for the Board to sign regarding the property on Rosemary Street to vacate
65 it pursuant to the city's request so they can get their road improvements finished.

66 Rocky Teter made a motion to approve the vacation of the right-of-way in front of Stat. #4, resolution
67 #07-04-001, Jim Machuga seconded-carried.

68

69 **ADCOM:**

70 No Report

71 **Bureau Report:**

72 Month end Bureau report submitted with packets.

73 Marshal LaPenna informed the Board there was \$8,517 in plan review fees.

74 Marshal LaPenna stated House Bill 10-31 is included in the board packets regarding the volunteer length
75 of service award.

76 Marshal LaPenna stated the Board could set up a 457-E11 plan, the District can contribute up to \$3,000
77 per firefighter, which may be disbursed when a firemen retires.

78 Mr. Merrigan stated the purpose of the bill was to attract additional volunteers, it is up to the Board if
79 they wish to pursue this.

80 Chief Machuga would like to get together with the membership committee and come up with a plan to
81 submit to the Board.

82 Mr. Merrigan stated he would check the IRS regulations regarding the plan.

83 Marshal LaPenna informed the Board on Wednesday, April 18th at Buffalo Run Golf Course at 6:00 p.m.
84 there will be a meet and greet with the City regarding the NASCAR issue.

85 On May 19th there will be a groundbreaking for the new high school at 11:00a.m.

86 Commerce City has eight candidates for the City manager position.

87 Marshal LaPenna informed the Board the District needs to purchase a new laptop computer for the
88 Bureau at a cost of \$900. It is not cost effective to have the laptop fixed.

89 **Maintenance Report:**

90 Submitted with the packets.

91 Bob Kreutzer has rewired the kitchen lights at Stat #1 to a 110-volt system. Marshal LaPenna is going to
92 have him hold off on the rest of the station due to the budget.

93 Gary is working on E-21, doing some body work, install the compressor and battery manager.

94 **Chief's Report:**

95 Chief Machuga informed the Board Ricky Teter and Ellis Howard are at FDIC this week.

96 Last month at the department training the membership decided they would like to see on each front line
97 engine is hydrant bags with Milwaukee bags to strap around the hydrant. One person can lay the 5" and
98 the next person can charge the hydrant. The cost of the bags would be \$500 - \$600.

99 There was discussion on the bags, the Board decided to allow the purchase.

100 Chief Machuga inquired of the Board when the driver's course would be completed at Stat. #5.

101 Marshal LaPenna stated he is working on that matter.

102 **District Development:**

103 Marshal LaPenna informed the Board, Kevin Phillips has spent a considerable amount of time on the
104 grant for the 100' platform truck and has submitted it to FEMA. If the Board would like copies they will
105 be available to them.

106 Another grant is at FEMA for the Knox Box key retention system, it is in review.

107 Marshal LaPenna informed the Board the meeting they had with CSAFE and D.A. Davidson was very
108 informative, they stated they have never lost a mill levy election for a fire District. Davidson represents
109 about 65% of Special Districts. There will be no fee charged for their fees. The only cost to the District
110 would be for a phone survey of 500 residents. They will also hold meetings to inform the public.

111 Randy Buckalew inquired why they were charging no fees.

112 Marshal LaPenna informed him the reason for no fee is due to the fact they are very partial to fire
113 Districts and the district has over three million dollars in a CSAFE account.

114 Jim Machuga made a motion to retain the services of D.A. Davidson, Russ Caldwell and CSAFE's, Mr.
115 Bob Krug to conduct a preliminary study of the feasibility to increase the mill levy of the District, Bob
116 Harpin seconded-carried.

117 Marshal LaPenna informed the Board Russ Caldwell will be here on Tuesday, April 24th to gather
118 information to start the survey.

119 Marshal LaPenna stated the bid for the new Maintenance facility needs to be decided.

120 Discussion followed regarding each bid. It was decided Tower One Construction would be awarded the
121 bid for the facility, even though they were not the lowest bid. The Board decided they were the ones that
122 came the closest to the specs for the bid.

123 The Board felt Tower One would be a better choice since their bond was lower than the lowest bidder.

124 The lowest bidder, Breiner Construction, was going to do most of the work themselves, not sub-contract
125 the majority of the work out, as in the other bids.

126 Jim Machuga made a motion to award the bid to Tower One construction., Bob Harpin seconded-carried.

127 Ken Koger inquired of Mr. Merrigan if they District Board had to explain to the general public why they
128 decided on Tower One Construction, who was not the lowest bidder.

129 Mr. Merrigan explained that they would state that Tower One was the best choice, and give their reasons.

130 He also stated that in the state of Colorado it is very hard for a contractor to sue someone due to not
131 receiving the contract for being low bidder on a project.

132 Mr. Koger would like to set up a study session for the Board, it will be on Monday, May 14th, at 6:00p.m.
133 at Stat. #3.

134 Marshal LaPenna contacted Jim Fennell regarding changes in the Stat. #8 contract, changing the layout
135 in the kitchen, day room and weight room.

136 Marshal LaPenna informed the Board, Mr. Fennell will submit plans for the department and the Board to
137 review.

138 **Public Comment:**

139 No comments

140 **Executive Session:**

141 There was no further business, the meeting was adjourned at 8:05P.M.

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143 President Ken Koger 4/17/07

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145 Vice President Rocky Teter 4/17/07

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