

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

August 19, 2008

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

3 The following directors were present: Randy Buckalew, Robert Harpin and Rocky Teter. Jim Machuga
4 was excused.

5 Also present were: Fire Marshal Ron LaPenna, Chief Craig Machuga, Tom Merrigan and Diane Roemer-
6 Vigil.

7 **Introduction of guests:** Jamey Buckalew, Cathy Teter, Rick Lindsey, Kevin Phillips, Ellis Howard and
8 Steve Marrs.

9 **Minutes**

10 Mr. Koger asked for approval of the July 15th minutes, Rocky Teter made a motion to approve the
11 minutes and Bob Harpin seconded-carried.

12 **Treasurers Report:**

13 Submitted with packet.

14 Mr. Harpin stated Stat.'s #2, #4, #5 & #6 were high on the utility bills.

15 There is a CD at Colorado Business Bank that will be coming due in September, he feels the CD should be
16 rolled over and not transferred to CSAFE.

17 Marshal LaPenna will contact Colorado Business Bank and inform them to roll over the CD.

18 **Bills:**

19 Submitted with the packets.

20 Mr. Harpin made a motion to pay the bills for July totaling \$508,313.18, Randy Buckalew seconded-carried.

21 **EMS:**

22 The Board of Directors had requested an Executive Session to discuss Northglenn Ambulance.

23 Mr. Merrigan informed the Board due to the nature of the business to be discussed an executive session
24 would not be allowed. Mr. Rick Lindsey of Northglenn Ambulance informed the Board the economy was
25 hitting them hard, they need to make at least \$40,000 per month to make ends meet, to pay their employees
26 etc. Currently the office staff is back on duty on the ambulances, they are cutting their employee benefits
27 and doing whatever it takes to stay in business.

28 He is requesting the Board to suspend six months of dispatch fees for them, plus the \$49,000 that is
29 currently past due for dispatch fees. He is willing to provide non-cash services to the District to make up
30 for the loss.

31 Mr. Harpin inquired about the request of August of 2007 from Northglenn, not to use the ambulances in
32 non-peak periods.

33 Mr. Lindsey stated that has not been very beneficial to Northglenn.

34 Mr. Merrigan suggested suspending the dispatch fees for at least three months for Northglenn and see
35 if the mill levy increase passes in November.

36 Marshal LaPenna suggested having Rick, Jamey, Cathy and himself meet to discuss a plan, and bring the
37 information to the Board at their next meeting.

38 Rocky Teter made a motion to suspend collecting the dispatch fee for Northglenn Ambulance for three
39 months, until November, Randy Buckalew seconded-carried.

40 The meeting will take place with Northglenn and Marshal LaPenna on October 20th, at 7:00P.M. at Stat. #3.

41 Jamey informed the Board, Northglenn is the back-up for the DNC next week, but will still have coverage
42 for the District.
43 Rocky Teter suggested changing the ADCOM calls for the ambulance, they should not have to respond on
44 False Alarms and weed fires unless needed.
45 Marshal LaPenna will notify ADCOM of the change in calls for the fire department and Northglenn.

46 **Report on Buildings:**

47 Rocky Teter inquired if the door closure at Stat. #1 had been fixed.
48 Marshal LaPenna will have Bob Kreutzer fix it.
49 Bob Harpin would like the completion date for Station #8 changed on the sign in front of the Station.
50 Marshal LaPenna informed the Board, Bob Kreutzer has replaced the lite packs at Stat. #5, and has also
51 replaced the conduit on the outside of the burn building. Marshal LaPenna requests the Chief to let the
52 volunteers know they need to shut the door on the building, so the wires don't burn.
53 Marshal LaPenna informed the Board the sewer backed-up at the new maintenance facility, but was
54 repaired under the building warranty. Someone had crushed the line when the building was being
55 constructed.
56 Marshal LaPenna informed the Board the Tower One and Crane & Hoist situation has been resolved. A
57 check was sent to Crane & Hoist for \$1,750 and they have released their lien against the District.

58 **Board Comments:**

59 Chief Machuga informed the Board, E-25 was damaged when it was backed into a tree, there is very
60 minimal damage to the Engine, the fireman was suspended for 30 days.
61 Marshal LaPenna informed the Board, B-231, Steve Marrs car was damaged when he did not get it in park
62 and it rolled around the corner at the maintenance shop. The damages estimates vary from \$1,200 to
63 \$1,600 for the repairs, that include the driver's side rear view mirror and some body work.
64 Ken Koger inquired if VFIS insurance would increase the District auto insurance if 18yr olds were
65 brought on the department.
66 Marshal LaPenna informed the Board the insurance agent informed him there would be no increase in
67 rates.
68 Chief Machuga is still working on an incentive program for the volunteers. He would also like to thank
69 the Bureau for helping with day time calls.
70 Ken Koger suggested the Bureau staff get some training on trucks and air packs, since they are running
71 calls.
72 Ken Koger would like an update on the department physicals, and a list sent to him as to who still has not
73 gotten their physicals, they are on bad time.

74 **Legal Comments:**

75 Mr. Merrigan will review the contract from Lev Price, the company who will handle the mill levy
76 increase election. A signed contract and payment to Lev Price must be made by Tuesday, August 26th.
77 Rocky Teter made a motion for Marshal LaPenna to sign a contract for the District authorizing Lev Price
78 to campaign for the District in the November election and to authorize payment to him, Bob Harpin
79 seconded-carried.
80 There will be a special Board Meeting on Tuesday, August 26th, at Stat. #3, at 6:00P.M.
81 Mr. Harpin inquired about the money paid to Reunion Metro District.
82 Mr. Merrigan informed him he sent a letter requesting a refund of the money, they do not have monthly
83 Board meetings. If he does not hear back soon, he will contact them again.

84 **ADCOM:**

85 Marshal LaPenna was out of town, but sent Kevin Vincel to attend the meeting. The ADCOM Board
86 acted on Thornton Fire leaving, after December 30th, Thornton Fire will pay the dispatchers they will no
87 longer be ADCOM employees as of December 31st. Discussion followed.

88 **Bureau Report:**

89 Month end Bureau report has been submitted.

90 Marshal LaPenna informed the Board the plan review fees collected for July total \$4,328.78.

91 Marshal LaPenna stated there were two arson structure fires in the District in July.

92 **Maintenance Report:**

93 Submitted with the packets.

94 Randy Buckalew informed the Board the parts for SQ-25 would be delivered in about two weeks. The
95 reason for the delay is the company shipping the parts was going thru bankruptcy and is being bought out
96 by another company.

97 Marshal LaPenna informed the Board also L-23 has had the completed repairs, there are a few welds left
98 to finish it.

99 **Chief's Report:**

100 Mr. Harpin inquired if the department has been working on pre-plans.

101 Chief Machuga stated they had a few done, but will continue to work on them.

102 **District Development:**

103 Rocky Teter made a motion to change the September Board meeting from the 16th to the 23rd, due to the
104 SDA conference that week, Robert Harpin seconded-carried.

105 Marshal LaPenna informed the Board, Windsor Fire has a Fire Safety Trailer they are putting up for bid.
106 The trailer was damaged in the recent tornado, but requires only minimum repairs, three windows to be
107 replaced, the Board discussed the matter and decided to have Kevin Phillips put in a bid of \$2,500 for the
108 trailer, and also the Board agreed to an extra \$500 for the repairs and to add a hitch to a vehicle to tow the
109 trailer.

110 Marshal LaPenna informed the Board Stat. #8 is on schedule.

111 The completion date should be late January or early February 2009.

112 Steve Marris informed the Board the District received 17 submittals for Stat. #7. Four contractors were
113 interviewed by Mr. Marris and the architect. It was their opinion to hire Anderson Construction out of
114 Wellington, Colorado with a total bid of \$816,000 to complete the station.

115 Mr. Marris stated they have been in business for 30 years, have a Class A bond rating and have never been
116 in litigation. They also have built two fire stations previously.

117 Mr. Merrigan stated it would take him at least one week to review the contract.

118 Mr. Marris stated he would take the plans to the building department tomorrow, the scheduled start date is
119 September 1st, the scheduled completion date is April 1st. 2009.

120 Rocky Teter made a motion to give Marshal LaPenna authority to sign the contract for Stat. #7, Bob
121 Harpin seconded-carried.

122 Marshal LaPenna informed the Board the spec sheets are included in the Board packets.

123 Western Fire - mfg of Seagrave, Summit - mfg. of Crimson, Mile Hi Fire - mfg. of Smeal and Front
124 Range Fire - mfg. of Pierce. Overall the trucks are comparable, he would like to sit down with the Chief
125 and the Assistant Chief's and review the specs, without going into too much detail.

126 Mr. Koger would like to keep the same manufacturer for both the aerial and the pumper, it would be more
127 economical, the Board agreed.

128 Marshal LaPenna informed the Board Gary looked at the specs and his preference is the Seagrave, the
129 stainless steel construction.

130 Discussion followed.

131 Mr. Harpin informed the Board he met with Police Chief Baca regarding their use of Stat. #8. The Chief
132 stated he needs to meet with the city manager and the city council before giving the District a final
133 decision.

134 Mr. Koger inquired about the 2009 budget, the Board would like the budget to them by Sept. 15th.

135 Marshal LaPenna informed the Board the final budget for 2009 is due to the state by December 17, 2008.

136 **Public Comment:**

137 Ellis Howard stated the warranties on the truck specs were at least 10years.

138 The ladders on the Crimson aerial only extends 75% when the ladder is extended.

139 **Executive Session:**

140 There was no further business, the meeting was adjourned at 8:15P.M.

141 RESOLVED: To approve the minutes of the July 15, 2008 meeting as presented

142 RESOLVED: To approve the Treasurer's report for July15, 2008

143 RESOLVED: To approve the bills for July 2008 totaling \$508,313.18.

144 RESOLVED: To allow Marshal LaPenna to sign the contract between Lev Price Communications and the
145 District to run the mill levy election campaign.

146 RESOLVED: To change the September Board meeting from Sept. 16th to Sept. 23rd, 2008

147 RESOLVED: To allow Marshal LaPenna to sign the contract between the District and Anderson
148 Construction for the building of Stat. #7.

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150 President Ken Koger 8/19/08

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152 Vice President Rocky Teter 8/19/08

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