

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

December 15, 2009

A meeting of the Board of Directors was held at 6550 E. 72nd Avenue, Commerce City, was called to order at 6:19 p.m. by President Ken Koger.

The following directors were present: Vice President Rocky Teter, Treasurer Robert Harpin, Secretary Randy Buckalew and Director Darren Friess.

Also present were: Fire Marshal Ron LaPenna, Diane Roemer-Vigil, Tom Merrigan and Chief Ellis Howard.

Introduction of guests: Robert Kreutzer, Jamey Buckalew and Kevin Phillips.

Minutes

Mr. Koger asked for approval of the November 17th minutes, Rocky Teter made a motion to approve the minutes, Robert Harpin seconded-carried.

Treasurers Report:

Submitted with packets.

Mr. Harpin stated the District should be able to return \$480,000 appropriated surplus into savings at the end of the year.

Bills:

Submitted with the packets.

Mr. Harpin made a motion to pay the bills for November totaling \$125,014.35, Rocky Teter seconded-carried.

EMS:

Jamey inquired about the contract between the District and Northglenn Ambulance.

Marshal LaPenna stated the contract draft is completed, the additions have been made regarding the mutual aid portion.

Marshal LaPenna stated the final contract will be forwarded from Tom Merrigan for the Board to sign and then forwarded to Northglenn Ambulance for Rick Lindsey to sign.

Mr. Harpin made a motion to accept the Northglenn Ambulance contract, Darren Friess seconded-carried.

Board Actions:

No actions

Report on Buildings:

Randy Buckalew inquired about the door at Stat. #7. Marshal LaPenna informed him Anderson Construction is aware of the problem, they are in the process of repairing the door.

Marshal LaPenna informed the Board the thermostats at Stat. #7 are not adjustable, if it gets too hot or cold the District will have to look at a different style of thermostat.

Randy Buckalew inquired about the heat problem at Stat. #8

Marshal LaPenna stated the problems are covered under the warranty. The heaters are working properly now, it depends on the weather if they will continue to work properly. Marshal LaPenna will check the station in the morning to see if they are still working correctly.

Board Comments:

Rocky Teter would like to thank Kevin Phillips for working on the work orders being done electronically.

Darren Friess would like to thank Bob Kreutzer for placing weather stripping on the stations 2,3 & 4.

Marshal LaPenna will be completing an energy audit for each station through Xcel energy, for better energy efficiency.

Randy Buckalew would like to thank the board of directors for a very productive 2009, the two new stations and the four new engines.

He also would like to discuss the Bureau vacation policy.

Marshal LaPenna informed the board two bureau personnel will be taking the rest of 2009 off to use their vacation time, Kevin Phillips and Kevin Vincel.

Their excess vacation time will be taken by February 2010, anything else remaining will be forfeited.

Kim Jacques explained the Safer Grant she has been working on for the District, along with Kevin Phillips, Chief Howard and the department.

Kim Jacques informed the Board, ISO stipulates the District should have at least 150 volunteers, the grant is being written for a volunteer recruitment coordinator, someone to recruit and retain volunteers. The grant is awarded to a department to recruit and retain volunteers by the department, by helping educate the public regarding volunteering. To have open houses, mail flyers, paying for physicals for new volunteers, paying for health insurance, etc to maintain volunteers. All these costs would be included in the grant from FEMA.

Kim feels the District has a good chance of being awarded the grant, due to the fact they are in need of hiring and retaining volunteers.

The Board discussed the grant at length and decided to have Kim go ahead and write the grant for the District.

The grants will be awarded between February and November 2010.

Mr. Koger inquired about E-25. Marshal LaPenna informed him the engine is in service.

E-23 is at Front Range fire getting the deck guns installed, it should be back this week.

Legal Comments:

Mr. Merrigan informed the Board, Brighton Fire District has sent a notice of intent to sue the District regarding the residential property tax amounts they receive compared to the District's amount.

Mr. Merrigan will write a letter to the attorney stating the District is going to go by what the Adams County Assessor's office originally stipulated as far as residential property taxes in the original IGA.

ADCOM:

Marshal LaPenna informed the Board there is some new map roll outs, he will double check at the upcoming board meeting to see if they are downloaded in the MDT's

ADCOM is looking into using the existing site infrastructure for cell service, and ADCOM will become the cell provider for the stand alone system, for the data service.

Marshal LaPenna stated the FCC has mandated the 700MGZ radios be narrow banded no later than July 1, 2017, new radios would need to be TDMA compatible, none of the existing radios are.

Bureau Report:

Month end Bureau report has been submitted.

Marshal LaPenna informed the Board there were \$284.00 collected in plan reviews for November. He will attend the January officer's meeting in January to present the power point presentation for the training center.

Marshal LaPenna received an invoice from Shea Homes for common area maintenance fees for \$3,400.

After discussing the issue with Shea Homes, the District will have to pay \$63.00 per month for 2010.

This amount could go up or down the following years, depending on costs of maintaining the roads or if other businesses go in the area.

Maintenance Report:

Submitted with the packets.

Marshal LaPenna informed the Board the electronic work orders are in place through e-mail. Bob Kreutzer has been working on retro-fitting Stat. #1 to the T-8 lights. The District will be getting a rebate from Xcel for this upgrade, along with the Xcel energy audit.

Marshal LaPenna informed the Board, Bob Kreutzer will now be able to re-program the exhaust systems at the stations if there were a power outage.

Mr. Harpin inquired about the re-generation on the new trucks. Marshal LaPenna informed him the lights on the trucks indicate when the trucks need to be re-generated, it takes about thirty minutes.

Chief's Report:

Chief Howard asked the Board to authorize Hep B shots for twelve firemen. Darren Friess asked for a prescription from a doctor and he can get the shots at half the cost of \$240 per fireman.

Marshal LaPenna will get the doctor from Health One to write the prescription and forward it to Darren.

District Development:

Mr. Harpin inquired about the maps for the county.

Marshal LaPenna informed him he has been working with Commerce City Public Works on the maps,

he will have them by the deadline.

Marshal LaPenna forwarded to the Board the Stat. #8 facilities application, if the Board would forward any comments to him he will finalize the form.

Public Comment:**Executive Session:**

Mr. Koger made a motion pursuant to C.R.S.24-6-402(4)(f) in accordance to federal and state laws to receive advice from legal council to discuss a personnel matter, Bob Harpin seconded-carried

THERE WAS NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 9:00 P.M.

RESOLVED: To approve the minutes of the November 17th, 2009 meeting as presented.

RESOLVED: To approve the Treasurer's report for November 2009.

RESOLVED: To approve the bills for November, 2009 totaling \$125,014.35.

RESOLVED: To approve the Northglenn Ambulance contract.

President Ken Koger 12/15/09

Vice President Rocky Teter 12/15/09