

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

March 20, 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 6:30 p.m. by President Ken Koger.

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

6 **Introduction of guests:** Kevin Phillips, Bill Klocker, Norm Heinmiller and Ellis Howard.

7 **Minutes**

8 Mr. Koger asked for approval of the February 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

13 **Bills:**

14 Submitted with the packets.

15 Randy Buckalew made a motion to approve the bills totaling \$88,154.95, Jim Machuga seconded-carried.

16 **EMS:**

17 Randy Buckalew informed the Board, Jamey has sent a memo to all Northglenn Ambulance people who
18 are at the District stations, there will be no eating or drinking in the TV rooms, the carpets have spots on
19 them and the chairs at Stat. #3 are torn. There was also a problem with Northglenn people sleeping in our
20 bedrooms while on Northglenn time. If firemen that worked for Northglenn are working, they need to
21 sleep in their own rooms in the ambulance quarters. Randy also wants a sign placed on the doors that
22 there will be no bunker allowed in the ambulance quarters.

23 **Report on Buildings:**

24 No Report.

25 **Board Comments:**

26 Mr. Koger stated the tour the Board took of the new stadium was very unique.

27 **Legal Comments:**

28 Mr. Merrigan informed the Board he is trying to get the District closer to owning the Shea property.

29 Once the contract is signed, the District cannot close until all the City approvals are done. Shea has the
30 right to pre-approve anything submitted to the City. A PUD has to be completed, and also a re-plat of the
31 property.

32 The total of the parcel is 5 acres, the District will only be taking 1-2 acres. The more property the
33 District takes the more drainage work that has to be done. Mr. Merrigan is considering taking only 1-11/2
34 acres instead of two acres. Mr. Merrigan stated the contract should be signed in two weeks. The District
35 should be able to close in July, and start breaking ground in September. There are lots of restrictions in
36 the contract, the fire station has to stay a fire station for 20 years, Shea homes has the first right of refusal
37 for 15 years. The District is not going to get out of the commercial District or the Metro District fees.

38 Shea homes assured him, the fire houses in Highlands Ranch do pay the property tax mill levy. Mr.
39 Merrigan is going to check into this further.

40 The Furma Urthman property is under contract, and is moving along, a survey will be done next week.
41

42 **ADCOM:**

43 Marshal LaPenna informed the Board ADCOM is installing a new version of Fire House for records
44 management, it will be one system with five users, but no other department will be able to see our records
45 and we will not see their's, the complete system will cost about one million dollars.

46 The Inter-graph fee is up for renewal, but does have some high fees, ADCOM will be reviewing this.

47 The 900 MHZ system is being expanded to do mobile data, the police are using the system now.

48 The fire agencies will eventually go to that system.

49 **Bureau Report:**

50 Month end Bureau report submitted with packets.

51 Marshal LaPenna informed the Board the plan review fees collected in February were \$1,600.

52 **Maintenance Report:**

53 Submitted with the packets.

54 Marshal LaPenna informed the Board Bob Kreutzer has completed the SCBA testing, and has re-done the
55 lights at Stat. #1. Randy Buckalew would like to thank Bob for fixing the lights in the kitchen.

56 **Chief's Report:**

57 Chief Machuga informed the Board he has contacted Linda Watts regarding the memorial she spoke to the
58 Board about.

59 He also informed the Board the department officers have taken their STARS training for the new stadium.
60 The first couple of events there will have officers only staffing at the stadium.

61 Chief Machuga informed the Board the extrication will be placed on the new heavy rescue truck within
62 the next few weeks.

63 **District Development:**

64 Marshal LaPenna informed the Board he has a meeting set up with the architect to discuss some
65 conceptual drawings for Stat. #8. There is also a letter of agreement signed with the architect and the
66 general contractor for the project.

67 Kevin Phillips is continuing to work on the grant application for the new platform. FEMA has extended
68 the grant application for an undetermined amount of time.

69 The maintenance facility bid opening is at 2:00P.M. on Thursday, March 29th if anyone from the Board
70 wants to attend.

71 Marshal LaPenna does not know how many bids will be returned, there have been a lot of plans sent out.

72 Once the bids are opened and a contractor has been selected, a notice of award will be sent to the
73 contractor and a contract signed and 30 to 45 days from that date there will be a groundbreaking.

74 Mr. Merrigan stated the bonding requirement is a good selector of the contractor, if the contractor can
75 make the bond that is a good indication they would be a pretty good contractor.

76 The Board decided to set up a study session for Monday, April 2nd at 6:15P.M. The Board will be meeting
77 with the gentlemen from CSAFE regarding the mill levy increase and to discuss the bid proposals.

78 Mr. Koger would like Marshal LaPenna to make a spread sheet of the bids as far as the pros and cons and
79 his recommendations for each bid.

80 Marshal LaPenna informed the Board the at Stat. #4 property, there are two un-vacated streets that run
81 along the south property line and the east property line. The Stations's property line is actually ten feet
82 from the south edge of the access road to the municipal building. The City has plans to widen Rosemary
83 Street, they are going to ask for a right-of-way application, in return they will re-plat the property and
84 vacate those streets and the District will have a clean deed of trust.

85 Marshal LaPenna will have a resolution for the Board at the next meeting to have a quit claim deed signed
86 by the City.
87 Mr. Merrigan suggested the resolution due to the fact the District is giving up real property.
88 Mr. Koger has not gone to Commerce City regarding the State convention. He would like to wait until the
89 elections for the City are over.
90 Marshal LaPenna suggested talking to the City at one of their study sessions.
91 Mr. Merrigan stated they are booked until June for guests at their study sessions, he will talk to the acting
92 city manager as to when they can set up a meeting with the Board.

93 **Public Comment:**

94 No comments

95 **Executive Session:**

96 _____
97 President Ken Koger 3/20/07

98 _____
99 Vice President Rocky Teter 3/20/07
100
101