



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

May 19, 2020

A meeting of the Board of Directors of the South Adams County Fire Protection District was held via zoom meeting due to COVID-19 and State and Local Stay-at-Home orders at the South Adams County Fire Protection District's Administrative Building, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 6:17 p.m.

Board Members Present:

Alex Fairfield	President
Sam Gillan	Vice President
Craig Machuga	Secretary
Debra Bullock	Director
Ernie Anderson	Treasurer

Also, Present:

Kevin Vincel	Fire Chief
Bob Monzingo	Deputy Chief of Operations
Ken Koger	Chief of Support
Ron Fano	District Legal Counsel
Vanessa Rodriguez	Administrative Assistant
Kevin Kellar	Information Technologies

Absent: None.

Guests:

Melissa Wartman and Jamey Buckalew from Northglenn Ambulance.

Pledge of Allegiance: None.

Vice President Gillan administered the Oath of Office to President Fairfield and Secretary Machuga swearing them into office for their newly elected terms.

Public Comments: None.

Approval of Minutes:

Secretary Machuga made a motion to approve the minutes of the April 21, 2020 Board meeting, as presented in the Board packet. Vice President Gillan seconded the motion. The motion was passed unanimously by roll-call vote.

Changes/Addition to the Agenda: None.



Special Reports:

Chief Report on District Projects:

Chief of Support Koger stated that the permit for the HQ Parking lot is estimated to be completed within the next few days.

Chief of Support Koger gave a brief updated on the Maintenance Facility.

Rezoning and land development will begin at Station 1. Will hold off on any construction until further notice.

Survey, Rezoning and land development will begin at the Training Center.

Bob Kreutzer is working on the kitchen remodel at Station 7.

Chief of Support Koger gave an update on the land by Station 7 and the potential purchase of such land will be included in the 2021 budget.

Station 6 construction is on hold until further notice.

Northglenn Ambulance Report:

Melissa Wartman stated that they have received the Gold Plus Award for the sixth year in a row.

Melissa Wartman with Northglenn Ambulance gave a brief report on April call volumes and response times.

Board Action Items:

Legal Counsel Fano gave a brief report on the potential ballot question for November ballot and anticipated bringing a resolution to the board for consideration at the June meeting.

Treasurer's Report:

Chief Vincel gave a brief update on the budget.

Chief Vincel stated our new third-party accountants Feis & Co have worked great with SACFD's new Senior Accountant Zima, HR Rossback and Administrative Assistant Rodriguez.

Treasurer Anderson made a motion to approve the April 21, 2020 -May 5, 2020 bills. Secretary Machuga seconded the motion. The motion was passed unanimously by roll-call vote.

Legal Comments:

Attorney Fano shared a brief report on District Items he has been working on.

Chief Vincel Report:



Chief Vincel shared his appreciation to all staff, and line crews for all their hard work.

Chief Vincel gave a brief update on the 2021 budget process and holding off on Capital Projects.

Chief Vincel gave a brief update on the Department Logos and Badges

Chief Vincel gave an update on COVID-19 and shared his appreciation with Administrative Assistant Dani Rodriguez, HR Rossback and Accountant Zima on providing Extra Hours Worked report.

Chief Vincel shared his appreciation with all Fire Prevention, PR Carabajal, Chief staff and everyone who has volunteered during the food drive and for delivering care packages to the Senior Citizens in our community.

Chief Vincel gave Grant update.

Chief Vincel gave an update on ADCOM.

Deputy Chief of Operations Report:

The Deputy Chief of Operations Monzingo updated the Board on various District projects.

Board of Directors Report/Comments:

The District Board congratulated Chief Vincel on receiving his bachelor's degree and to the staff for all their hard work and dedication to our community.

Adjournment: With no further business to come before the Board, President Fairfield made a motion to adjourn the meeting. Upon a second, the motion passed unanimously.

The meeting was adjourned at 7:38 p.m.

x_____

Alex Fairfield
Board President 05/19/2020

x_____

Craig Machuga
Board Secretary 05/19/2020