

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

**February 16, 2010**

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

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

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 January 19th minutes, Robert Harpin made a motion to approve the minutes, Randy Buckalew seconded-carried.

**Treasurers Report:**

Submitted with packets.

Mr. Harpin stated there are a couple of line items regarding Stat. #8, the building maintenance and the utilities are quite high. The fire prevention budget line item 7580 needs an adjustment.

Marshal LaPenna informed him there will be one on the February statements.

**Bills:**

Submitted with the packets.

Mr. Harpin made a motion to pay the bills for January 2010 totaling \$137,035.07, Randy Buckalew seconded-carried.

**EMS:**

Jamey informed the Board one of their ambulances damaged the door at Stat. #5.

Fire Marshal LaPenna is working with the insurance company on the claim.

Jamey would like a list of all firemen and retired members so she can place them on the membership list.

**Board Actions:**

No actions.

**Report on Buildings:**

Darren Friess would like to thank Bob Kreutzer for fixing and cleaning up the desk area at Stat. #2.

Marshal LaPenna informed the Board there have been a couple of break-ins at the stations. The items missing were the bulldog and the railing off of SQ-24 at Stat. #4 and at Stat. #1 the ax is missing off the wall in the day room. Commerce City Police were called and a report was filed.

Due to these incidents Gary and Bob were instructed to install latch guards on all stations.

Marshal LaPenna has meetings scheduled with three different companies to place surveillance cameras in all stations, he does not have an estimate of the cost yet.

**Board Comments:**

Mr. Harpin informed the Board he and Marshal LaPenna had a meeting with Gene Andrist on February 2<sup>nd</sup> to discuss the District's financial projections for 2010, he will have more information at the March Board meeting.

Darren Friess inquired about the damage to the bay door at Stat. #5. Marshal LaPenna informed him he talked to the insurance company and was assured the District's insurance rates would not go up next year on the renewal date due to the claim, since the District is not at fault for damaging the door.

**Legal Comments:**

Mr. Merrigan informed the Board he has not had any response to the letter he sent to Brighton Fire District regarding the taxes.

His office has reviewed the District's Policy & Procedure Manual and has made a few corrections, he will have the manual at the next Board meeting.

**ADCOM:**

Marshal LaPenna informed the Board the radio sites will have to be reprogrammed in 2010 due to re-banding.

ADCOM is under contract with Intrado for the reverse 911 calls, they are looking to partnership with cities,

school districts and counties for reverse 911 services. Each agency will be responsible for their reverse 911 calls.

**Bureau Report:**

Month end Bureau report has been submitted.

Marshal LaPenna informed the Board he is still working on warranty issues for Stat. #8, the heater is operating but not as efficiently as it should.

Stat. #7's thermostat have been ordered.

The station plaques have all been hung in each station with the exception of the training tower.

Each Board member needs to complete the 2010 self-nomination forms and return to Marshal LaPenna no later than Friday, February 26<sup>th</sup> before 5:00p.m., preferably a couple of days before that so he can verify with the Secretary of State that each member is an eligible elector.

The energy audit through Xcel is on-going.

The auditor was here today for a pre-planning meeting, the auditors will be here the middle of April.

The department needs to get their financial paperwork in to the District by then.

Marshal LaPenna informed the Board he and Diane have been meeting with the Water District weekly regarding the 2010 election. If the District does have to have an election, it will be coordinated with them.

Their Board of Directors has not yet made a decision regarding charging the District for water, the cost would be close to \$400 per year per station.

Marshal LaPenna received a bid from Madera Masonry for the replacement of motor at Stat. #5, the cost would be a little over \$8,000. There were no control joints in the walls when they were put up, the masonry company would not issue a guarantee.

Marshal LaPenna will contact a structural engineer for Stat. #5.

Marshal LaPenna has purchased a CD at Valley Bank, he has the forms to complete for the treasurer to be the second signature on the CD. The rate will be 1.25%, which is the best he could find.

Marshal LaPenna has not been able to locate the property owner for the proposed Stat. #9 site, he will continue to work on finding the owner of the Buffalo Run Holdings, LLC.

Kevin Vincel has gone through the business files, there are over 800 pre-plans and floor plans in the files.

Mr. Harpin suggested the Chief contact the Bureau to get these pre-plans instituted for the department.

**Maintenance Report:**

Submitted with the packets.

Marshal LaPenna informed the Board the tire chain holders have been build and one has been placed at Stat.#3.

Bob Kreutzer has installed the parking stops at Stat. #'s 2,3 & 4.

The electronic work orders are in place and have been well received.

Gary will be done with E-24 this week and will start working on E-23 for service and brakes.

**Chief's Report:**

Chief Howard informed the Board there are 21 new rookies in the academy.

The rookies that did not turn in paperwork or get their physicals were dropped.

The Board was given a copy of the monthly proposals for 2010 for the department.

Randy Buckalew inquired about the bunker gear and radios that have not been returned to the District.

Chief Howard stated he was not sure if all gear has been returned. Bob Kreutzer stated he is not always informed of the volunteers that have dropped from the department.

Ken Koger stated all gear will be returned to the department by the next Board meeting.

**District Development:**

No report

**Public Comment:**

No comments.

**Executive Session:**

THERE WAS NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 7:10 P.M.

RESOLVED: To approve the minutes of the January 19, 2010 meeting as presented.

RESOLVED: To approve the Treasurer's report for January 2010

RESOLVED: To approve the bills for January 2010, totaling \$137,035.07.

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President                      Ken Koger                      2/16/10

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Secretary                      Randy Buckalew                      2/16/10