

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

May 18, 2010

A meeting of the Board of Directors was held at 6550 E. 72nd Avenue, Commerce City, was called to order at 6:15 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, Chief Ellis Howard and Tom Merrigan.

Pledge of Allegiance: The pledge was said.

Oaths of Office:

The oaths of office were given to Randy Buckalew, Darren Fries, Ken Koger and Robert Harpin by Diane Roemer-Vigil.

The Board meeting was adjourned to the Pension Board meeting at 6:20P.M.

The meeting was re-adjourned at 6:25P.M.

Introduction of guests: Kevin Phillips, Jamey Buckalew, Craig Machuga and Greg Fries

Minutes

Mr. Koger asked for approval of the April 20th minutes, Robert Harpin made a motion to approve the minutes, Randy Buckalew seconded-carried.

Treasurers Report:

Mr. Harpin stated the budget is in balance with asset and liabilities.

He informed the Board the District will not be receiving revenue from line item 3055, the lease for Stat. #8.

He would like to remind everyone to watch building maintenance and utilities at the stations.

Bills:

Submitted with the packets.

Mr. Harpin made a motion to pay the bills totaling \$90,052.35, Rocky Teter seconded-carried.

EMS:

Mr. Harpin informed the Board North Washington Fire District passed a mill levy increase for their District, stating they would have to cut emergency medical services if they did not receive the mill levy increase.

He inquired of Jamey if that would have any impact on this Fire District.

Jamey stated their emergency services were not receiving payment from the calls they went on.

They had a 73% affirmative vote on the mill levy increase.

Board Actions:

Mr. Koger made a motion to approve the Policy and Procedure Manual for the District employees adopted as of May 18th, 2010, Rocky Teter seconded-carried

Marshal LaPenna explained to the Board the other Board Action Item, a resolution, would not be taking place due to the fact the grant for Assistance to Firefighters will not be pursued.

Report on Buildings:

Randy Buckalew would like the carpet in the District offices to be cleaned.

Marshal LaPenna will call a commercial company to have it cleaned.

Darren Fries inquired if any information has been obtained regarding Stat. 5 and the masonry problem.

Marshal LaPenna called a couple of structural engineers, their prices were in excess of \$2,000, the Board approved \$1,200, he will continue to work on the situation.

Darren Fries inquired about the Xcel energy audit.

Marshal LaPenna informed him the audit is completed, Dean Vitale is working on a spread sheet to present.

Each audit is about 14- 15 pages long, with recommendations for energy savings. Some things the District is not financially able to complete; replacing appliances with energy star appliances, retro fitting the existing lamps to T-8's, reducing the existing wattage, installing programable thermostats, which already has been done in some stations.

He feels the 2011 budget should include some energy saving items for the stations.

Randy Buckalew inquired about the water leaks at Stat. #8.

Marshal LaPenna stated the windows were taken out and replaced, re-calked re-painted and the drywall repaired.

Board Comments:

Rocky Teter inquired about the department physicals being taken at this time.

Marshal LaPenna stated the NFPA standards require the physicals be taken on a bi-annual basis.

Rocky Teter feels the physicals were not up to DOT standards. Discussion followed.

Marshal LaPenna has only had good comments from other firemen, he may look for another company in 2012 for those physicals.

Randy Buckalew would like to know why the District is not pursuing the Assistance to Firefighters Grant.

Marshal LaPenna informed the Board there was a lack of communication in getting information to Kim Jaques, the grant writer, she needed vital information by last Friday, and did not receive the information, she suggested the grant not be pursued, she was out of time to write the grant.

Chief Howard stated he ran out of time to get the information Kim needed, he and Ward Barnett were not available to meet with Kim.

Mr. Koger suggested the Chief delegate to members of the department if he does not have the time.

The Board put money in the budget for grants and they have to be pursued for the department.

Discussion followed.

Ken Koger inquired which grant is coming up next.

Kevin Phillips informed him the Safer Grant opens in July, he would like to start on it now.

Mr. Koger inquired of the Chief if Kevin Vincel did show up on the weed fire from last month.

The Chief stated they talked on the phone, but he did not show up on scene.

Legal Comments:

No Report

ADCOM:

No Report

Bureau Report:

Month end Bureau report has been submitted.

Marshal LaPenna informed the Board the security cameras have been installed in all stations and are up and running. The only problem is with Station #7, the wires from the DVR are interfering with the remote garage door openers. On-Site Security is working on the problem, they will re-route the wires into the attic,

to use the drywall as a shield. If that does not correct the problem the company will install filters on the wiring.

Marshal LaPenna is continuing to work on the land for Stat. #9. Mile High Bank who owns the property at 112th & Chambers feels the land is worth \$300,000.

Rocky Teter inquired if the land can be appraised, prior to offering a bid from the District.

Marshal LaPenna will check into an appraisal, which will probably be around \$500.

The land is zoned residential, it will have to be re-zoned commercial and re-plated.

Marshal LaPenna is pursuing a meeting between the District Board and the Commerce City Council.

The aerial inspections and the NDT (Non-destructive test) testing will begin next week, which helps the Districts ISO and insurance rating.

The plan review fees collected for April were \$900.00

The District has plans to review for the new Wal-Mart being build at 104th & Tower Rd.

Maintenance Report:

Submitted with the packets.

Marshal LaPenna stated there were seventeen work orders completed in April.

Bob Kreutzer completed flow tests on the SCBA;s, and has been working with the security company installing the cameras.

Chief's Report:

Chief Howard would like to thank Marshal LaPenna and all who attended the April Commerce City council meeting which lasted until two in the morning.

Chief Howard will be out of the country next week, Tuesday through Friday.

He would like to set a date for an open house at Stat. #8, it is a tradition for an open house for the stations and he feels it will help the membership drive, show the people in the North area who the department is, and where there tax dollars are going to.

Discussion followed.

Ken Koger made a motion to split the cost of the Open House between the department and the District at \$200 each, Randy Buckalew seconded-carried.

Darren Friess inquired about the immunizations for the department.

Chief Ellis stated the first round has been given and they will be giving the second round.

District Development:

No Report

Public Comment:

No comments.

Executive Session:

THERE WAS NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 7:25 P.M.

RESOLVED: To approve the minutes of the April 20th, 2010 meeting as presented.

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

RESOLVED: To approve the bills for April 2010, totaling \$90,052.

President

Ken Koger

5/18/10

Vice President

Rocky Teter

5/18/10