



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

September 24, 2019

A meeting of the Board of Directors of the South Adams County Fire Protection District was held at the South Adams County Fire Protection District's Administrative Building, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 6:15 p.m.

Board Members Present:

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

Board Member Absent:

Sam Gillan	Vice President
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Treasurer Anderson made a motion to excuse Vice President Gillan. Secretary Machuga seconded the motion. The motion was passed unanimously.

Also, Present:

Kevin Vincel	Fire Chief
Bob Monzingo	Deputy Chief of Operations
Emma Connors	Fire Prevention Administrative Assistant
Kelley Duke	District Legal Counsel
Kevin Kellar	Director of Information Technology
Maria Carabajal	Director of Public Relations

Guests:

Jamey Buckalew and Rick Lindsey from Northglenn Ambulance.

Pledge of Allegiance:

President Fairfield led those present in the Pledge of Allegiance.

Public Comments:

None.

Approval of Minutes:

Secretary Machuga made a motion to approve the minutes of the August 13, 2019 Board meeting, as presented in the Board packet. Treasurer Anderson seconded the motion. The motion was passed unanimously.

Changes/Addition to the Agenda:

None.



Special Reports:

Chief Report on District Projects:

Chief Vincel stated that the remodeling of Station 6 has begun. Plumbing and electric work is expected to be completed on-time. John Sattler is revising the plans to ensure all fire code requirements are met.

The Maintenance Shop construction is anticipated to start in the spring of 2020.

Chief Vincel stated that the furniture ordered for the Headquarters Building could not be canceled. The District will still build the two offices upstairs and the first-floor conference room will be used as additional office space.

Northglenn Ambulance Report:

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

Ms. Wartman also stated that Children's Hospital will be recognizing the crews who responded to a bad car accident on July 27. A "thank-you" celebration will be held on October 3, 2019 at the Children's Hospital.

Board Action Items:

Secretary Machuga made a motion to approve Resolution 2019-09-10 Adopting the 2018 Edition of the International Fire Code with Local Amendments, as Adopted by Adams County, Colorado. Director Bullock seconded the motion. The motion was passed unanimously.

The Board discussed the 2019 Actuarial Report prepared by GRS and potentially increasing the monthly pension benefit for volunteer firefighters participating the District's Volunteer Firefighter Pension Fund to \$1,050.

Secretary Machuga made a motion to approve the monthly pension benefit for the Volunteer Firefighter Pension Fund members to \$1,050. Treasurer Anderson seconded the motion. The motion passed unanimously.

The Board directed Legal Counsel Duke to start the process with the Fire and Police Pension Association of Colorado (FPPA) for increasing the monthly benefit.

Treasurer's Report:

The Board reviewed the July financials. Treasurer Anderson reviewed the bills as presented in the Board Packet. Secretary Machuga made a motion to approve the bills. Director Bullock second the motion. The motion passed unanimously.

Chief Vincel stated that the budget process is well underway. Deputy Chief Monzingo is looking at a lease purchase agreement for new SCBA air packs.



Chief Vincel gave an update on the use of the funds generated from the 2018 increase to the District's mill levy. He stated that, following the District's stated position on use of the

additional funds, the District is building Station 6 and addressing issues in the southern part of the District.

Legal Comment:

Legal Counsel Duke stated that she is continuing to address parking issues at Headquarters.

Chief's Report:

Chief Vincel provided an update on the 2020 Budget and shared his appreciation for the administration staff in getting everything out on time, with a special "Great Job!" to Administrative Assistant Rodriguez.

Chief Vincel stated that Adams County Fire Protection District (ACFPD) withdrew from the potential merger with the District. He believes both Districts will continue to remain professional and will continue moving forward. There was no explanation of why things ended, but Chief Vincel stated that there are no regrets.

Chief Vincel stated that the SDA Conference was great, and he was surprised to receive the Manager of the Year Award.

Deputy Chief of Operations Report:

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

The position for Battalion Chief has been posted; hiring will be as late as the beginning of December.

Board of Directors/Report Comments:

Treasurer Anderson stated that he was shocked and disappointed that the merger talks with ACFPD fell through. He feels that the North Area will be affected by the repercussions of the loss of the merger, and it will have a direct impact on the District.

Director Bullock shared her appreciation with Fire Prevention Administrative Assistant Connors for her help in making the Spaghetti Dinner a success. She also congratulated Chief Vincel in receiving the Manager of the Year Award.

President Fairfield congratulated Chief Vincel in receiving the Manager of the Year Award. He also shared his feelings on the merger ending, but he is looking forward and is very proud of everyone. President Fairfield also shared the importance of communication and keeping the community involved.

Vice President Gillan shared his appreciation to Operation's "You made us shine" program.

Executive Session:



President Fairfield requested that the Board enter into an executive session to discuss matters subject to negotiation.

President Fairfield made a motion to go into Executive Session to discuss matters subject to negotiations pursuant to C.R.S § 24-6-402(4)(e). Vice President Gillian seconded the motion. The motion passed unanimously.

Attorney Duke stated that the Executive Session will be recorded. The Board went into Executive Session. Attorney Duke left the meeting.

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 7:21 p.m.

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Alex Fairfield
Board President 08/13/2019

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Craig Machuga
Board Secretary 08/13/2019

I hereby attest that the Executive Session was confined to topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(e).

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Alex Fairfield, President