



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

**August 18, 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 6:15 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
Emma Connors	Fire Prevention Administrative Assistant

Absent: None.

Guests:

Melissa Wartman and Jamey Buckalew from Northglenn Ambulance.

Pledge of Allegiance: None.

Public Comments: None.

Approval of Minutes:

Secretary Machuga made a motion to approve the minutes of the July 21, 2020 Board meeting, as presented in the Board packet. Director Bullock 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 gave a brief update on the HQ Parking Lot.

Station 1 plans have been submitted and are being processed for approval by Commerce City, with an estimated completion of the project during 2021.

Chief of Support Koger gave a brief update on the Maintenance Facility. Plans have been submitted to the City for approval.

Survey, Rezoning and land development at the Training Center has been completed and plans have been submitted to the Commerce City for approval. Will move forward with the phase 3 power and internet with an estimated completion during 2021.

Station 6 construction is on hold until further notice.

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. An appraisal of the land will be conducted to help determine the price

Chief of Support Koger gave a brief Association update.

### **Northglenn Ambulance Report:**

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

### **Board Action Items:**

Vice President Gillan made a motion to approve Resolution 2020-08-05 Resolution for Mtg outside Boundaries of the District for purposes of the Board budget retreat. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

### **Treasurer's Report:**

Chief Vincel gave an update on the budget and the audit process.

Treasurer Anderson made a motion to approve the July 17, 2020 -August 13, 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 gave a brief report on the 2021 budget process

Chief Vincel gave a brief Spaghetti Dinner update.

Chief Vincel gave a brief Grant update and shared his appreciation with Lt. Metish for his assistance.

Chief Vincel gave a brief COVID update.

Chief Vincel gave a brief Administrative update.

Chief Vincel gave a brief ADCOM update.

Chief Vincel gave a brief NAFC update.

Chief Vincel shared his appreciation with the crews.

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 shared their appreciation with all staff and crews for all their hard work.

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 7:32 p.m.



X \_\_\_\_\_  
Alex Fairfield  
Board President 08/18/2020

X \_\_\_\_\_  
Craig Machuga  
Board Secretary 08/18/2020