



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE

SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT

June 21, 2022

A meeting of the Board of Directors of the South Adams County Fire Protection District was held in person and via zoom meeting due to on-going concerns related to the spread of COVID-19 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:

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

Also, Present:

Kevin Vincel	Fire Chief
Ken Koger	Chief of Support
Bobby Noel	Deputy Chief of Operations
Ron Fano	District Legal Counsel
Sandy Danne	Administrative Assistant
Kevin Kellar	Director of Information Technology

Absent: None

Guests: Miles Miller and family, Maria Carabajal, Vanessa Rodriguez, Nick Graff and family, BC Ross, Reggie Buckalew, Trey Zima, Emma Connors, Auditors Lisa Pastore and Eric Barnes.

Pledge of Allegiance:

Public Comments: None

Approval of Minutes:

Treasurer Anderson made a motion to approve the minutes from the May 17, 2022 meeting as presented in the board packet with the following changes: Vice president Sam Gillan to remain as Vice President. Secretary Bullock seconded the motion. The motion passed unanimously.

Changes/Additions to the Agenda:



Secretary Bullock made a motion to move insert the swearing in of Chief Mechanic Miles Miller and Battalion Chief Nick Graff before Special Reports Director Fairfield seconded the motion. The motion passed unanimously.

Swearing in Chief Mechanic Miles Miller and Battalion Chief Nick Graff:

Chief Vincel swore in Miles Miller to Chief Mechanic and former Captain, Nick Graff to the rank of Battalion Chief.

Special Reports:

Chief Report on District Projects:

Chief of Support Koger reported on the following projects:

Association Building: The outside will be painted this summer.

Fleet maintenance: 100% complete and paid in full.

Station 21 - Presented three options of what to do with Station 21: 1. Proceed and pay extra costs to make it a fire house; 2. Halt current construction and put it back to its prior condition and use it as a storage facility; 3. Scrape it and make it a parking lot (which would require City approval).

Station 23 - Men's/women's bathroom/locker room is now in process. Ventilation system install will take place next week. Floors and painting are completed. First In Security System to be installed.

Station 25/Training - Bed purchased and delivered. Ready for an ambulance.

Station 26 - Fire sprinkler system install is set for Fall of 2022.

Station 27 - Bob Kreutzer has the floors being redone.

Station 28 - Bob Kreutzer & Capt. Fairband met for future kitchen upgrade. No time frame yet.

Station 29 - SACFD's basic needs have been sent to the home builder. Planning commission approved for development to move forward. Goes before City Council on June 6, 2022, for approval.

The Pound - Sauna has been installed. Demo on bathrooms/showers will begin this week and be completed by mid-August.



Safety Committee - Lightweight gear has been delivered and issued and is a huge success.

EOC - I.T. is in process of purchasing equipment, back-up generator in process. Electrical survey is being conducted.

Association: Committee is planning functions for 2022. Purchased tickets for Guns and Hoses Soccer benefit.

Neighbor to Neighbor: No new cards issued.

Board Action Items:

Discussion and consider approval of the Platte Valley Ambulance Contract:

Treasurer Anderson made a motion to approve the contract with the correction on page one from 265 days a year to 365 days a year. And for legal to confirm the legal name of the provider with the sale of SCL to Intermountain Health Care. Vice President Gillan seconded the motion with said corrections noted by Treasurer Anderson. The motion passed unanimously.

Discussion and consider for approval the 2021 Audit.

Vice President Gillan made a motion to approve the 2021 audit as presented by the Auditors. Secretary Bullock seconded the motion. The motion passed unanimously.

Discussion and make decision on options presented on what to do with Station 1:

Treasurer Anderson made a motion to approve option 2 on station 1, which is to halt current construction and move forward to make the building a storage building for prevention. Director Fairfield seconded the motion. The motion passed unanimously.

Treasurer's Report:

Chief Vincel gave an update on the budget, stating 1st quarter is looking good, and thanked the Deputy Chiefs, accountant, and outside accountants. He reported the first preliminary budget meeting for 2023 has taken place and what used to last 6-7 hours, only lasted 4 hours. Budgets are looking good. Chief Vincel reported that the district is ahead of the 2022 budget by 4%.

Treasurer Anderson reported on the bills that are unpaid and need to be paid. Treasurer Anderson made a motion to pay the May 11-June 14, 2022, bills. Secretary Bullock seconded the motion. The motion passed unanimously.

Legal Comments:

Attorney Fano reported that it's been the lightest month for legal contracts in 2 ½ years. Mr. Fano reported on the Legislature Update and said he will continue to update the Board and



Chiefs' staff January - June when legislature is in session and when the bills are relevant to the district. Most of the bills on the current list have been signed or are to be signed.

Chief Vincel Report:

Chief Vincel congratulated Chief Mechanic Miles Miller and Battalion Chief Nick Graff.

Chief Vincel reported SACFD on schedule to conduct its own second academy for new hires in the fall and it will take place at the Pound, with the hiring of lateral firefighter/paramedics. Arvada Fire and Westminster Fire is going to join the academy.

Chief reported that there are two remaining in the North Area Academy.

Chief Vincel reported the Blocker will be delivered in a few weeks. Chief Mechanic, Miles Miller, traveled to Wisconsin to inspect Engine 26 and it is due to arrive June/July.

Chief Vincel reported that Station 3, is ready to open and an engine will be stationed there.

Chief Vincel reported and recognized Capt. Metish and FF Otterson for applying and receiving a 1.4-million-dollar grant from Adams County. The funds are to be used for Health and Wellness and High School Career Program. Both Prairie View and Adams City High Schools are going to offer the curriculum being offered with the Grant. There may be a delay on receiving the Grant money from the state.

Hiring Update: Chief Vincel welcomed and reported that Daniele Stufft was hired and started earlier in the month as the Training Coordinator. She comes with a lot of experience. He also reported that an IT Administrator has been posted, due to Aaron Marquez resigning. Chief also welcomed newly hired Fire Prevention Specialist Lindsay Spendlow and Accreditation Specialist Amanda Foote. He reported that the district is in the process of hiring 8-9 FF/Medics that will be attending the academy in August that will be held at the Pound. Chief also reported that one Fire Prevention Specialist will transfer to the line and will also be attending the fall Academy. He said all positions were budgeted for.

Chief reported Station 23 is up and running well. Chief Koger let us know the city passed the Lagatto development and therefore, Oakwood Homes has agreed to build the new station. This could take place in three to four years. There is further discussion on staffing to come.

Accreditation: Chief Vincel reported that the accreditation process is running smoothly. He reported that SACFD should be accredited in March 2024 and will be one of three hundred departments nationwide to be accredited. He did suggest one or two board members need to be available in March 2024 to attend the accreditation ceremony.



Chief Vincel reported to date APEX performed well and now at this time are here if we need them. In a few weeks Chief reported Platte Valley will be putting four ambulances on. The EMS Manager is still in the process for an EMS car.

Chief Vince reported that Adcom is starting construction on their new building. Chief Vincel reported Adcom's assessment for SACFD will not increase very much.

Nothing to report on the Rosemary Street project, nothing has started on the project to date.

Deputy Chief of Operations Report:

Deputy Chief Noel reported that the auto aid agreement is with Aurora Fire and will be sent to their legal, but the process is continuing to move forward.

Deputy Chief Noel reported the ALS program is still waiting on medication due to delays in shipping.

Deputy Chief Noel reported that ambulance transition on June 1, 2022, to Platte Valley Ambulance went very smoothly. Platte Valley currently has an ambulance at Station 22, and 27 and working on the third car. AMR is still at station 24.

He reported station 23 opened with an engine for right now and to date there have been 12-13 calls in a 48-hour shift.

Deputy Chief Noel reported has a meeting set-up with Commerce City police to talk about how we can be better prepared for active shooter events.

Deputy Chief Noel reported that they did test the code red notification system with Commerce City PD and 10,288 individuals were reached with the test.

Deputy Chief Noel reported that with the increase in gas prices that everyone is being smart where we are driving and not driving. No unnecessary trips.

Deputy Chief Noel is predicting that SACFD will run 13,000 to 15,000 calls this year.

Deputy Chief Noel presented call volumes by station/unit for the month of May.

Chief Mechanic Miller gave an update on the Blocker truck delivery and time frame for training.

Haz Com will be in service by July 4.

Engine 26 will be at the shop on Friday and Chief Koger's new command vehicle is in and Bob Kreutzer's new truck is in.



Board of Directors Report/Comments:

Treasurer Anderson said he is having issues with Motorola and getting batteries at the City of Thornton Fire and asked if SACFD was experiencing the same issues. Deputy Chief Noel said he had ordered extended batteries and currently doesn't have any issues. He congratulated Chief Mechanic Miller and BC Graff. He congratulated the district on the audit and welcomed new employees.

Secretary Bullock also congratulated Chief Mechanic Miller and BC Graff and congratulated Capt. Metish and his group on the grants.

Vice President Gillan thanked everyone for the great job that everyone is doing.

Director Fairfield congratulation Chief Miles Miller and BC Graff and said he was glad to see a good class of incoming fire/medics.

President Machuga extending congratulations and said good job to everyone and the upgrade on equipment.

Adjournment: With no further business to come before the Board, the meeting adjourned at 8:41 p.m.

x _____

Craig Machuga
Board President 07/19/2022

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Debra Bullock
Board Secretary 07/19/2022