

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District

July 28, 2010 7:00 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: President Sue Doylen, Vice President Frank Theis, Treasurer Bud Duryea, Jack Rumley, Bob Cheney

Staff: Chief Scott Dorman, Recording Secretary Bowser

Also Attending: None

Absent: None

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

President Sue Doylen called the meeting to order at 7:05 p.m.

Fire Chief Dorman led the Pledge of Allegiance

President Doylen performed roll call- All present

PUBLIC COMMENT / BOARD COMMENT

Public comment: None

Board comment: President Doylen commented on recent fire alarm incident at Elkhorn Ave., stated incident was a good example of the need for a fire maintenance code to protect the safety of the Estes Park community. Chief Dorman confirmed while at the Elkhorn location, he found numerous conditions that could affect the safety of the tenants and would be completing a follow up site visit to ensure all safety concerns were resolved.

Chief Dorman stated as a result of Elkhorn Ave. incident, a new Knox Box policy was established: The Fire Department will not sign any Temporary Certificate of Occupancy or Certificate of Occupancy for commercial properties that require a Knox Box until the keys are in the Knox Box and confirmed by fire personnel. Chief stated he recommended obtaining 2 additional Knox Boxes for access to the Elkhorn property owner.

Board Members and Chief Dorman discussed previous fire incidents at commercial properties and concerns regarding rental properties. Board Members agreed that the community would benefit from a fire maintenance code and hiring of a fire marshal. Chief Dorman confirmed he is in the process of establishing a timeline for fire code adoption and has been meeting weekly with Chief Building Official Will Birchfield to review the 2009 International Fire Code.

APPROVAL OF AGENDA

Moved by Frank Theis, seconded by Jack Rumley to approve agenda as written. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Bud Duryea, seconded by Frank Theis to approve 6-23-10 minutes as written. Motion carried unanimously.

REPORTS

Fire Chief Report: Chief Dorman notified Board Members the Policy & Procedure Manual draft copy was made available to the Volunteer Fire Department via pdf and posted copy at the station. Chief explained he has not received any further comments from firefighters to date and plans to request feedback again at the next FD meeting. In response to Board Member questions, he confirmed the Policy & Procedure Manual applies to both volunteers and paid employees.

Chief Dorman provided updates on the following: FD appreciation picnic for active and retired firefighters to be held at Stanley Park picnic shelter on 8/10 beginning at 6:00 pm, Loveland Fire Rescue scheduled to bring fire truck to Dannels Station on 8/11 between 5-6 pm and recent fire personnel appreciation event at a local Christmas shop grand opening.

Chief Dorman reviewed the status of the installation of the mobile data terminal units, grant for slash collection, completed parking lot repairs, fire danger level (moderate) and approval issued for the upcoming Scottish Festival ground display fireworks. He also provided updates on the leave of absence requests at the August FD meeting for Mark Igel and Will Finch, recent hazmat call at Moraine Ave. gas station resulting in a FD bill to the owner and overview of Larimer County burn permits.

Chief Dorman then explained the EVFPD budget process would begin at the end of the month and he would be working with Treasurer Duryea to complete the budget.

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Treasurer Report- Treasurer Duryea provided summaries on the operations savings account, checking account (including 1 stop payment check), pension checking account, pension money market account, Tabor reserve money market account as well as schedule of revenues, expenditures and changes in general fund and pension fund balance for June 2010. He also provided an updated revenue report, detailed budget report and balance sheet for both general and pension funds.

Treasurer Duryea explained he was in the process of considering future investment options as well as initiating an accounting services request process. He provided draft letter copies of the accounting services proposal to Board Members and requested feedback from Board Members as soon as possible. Treasurer Duryea also discussed possible changes to the MOU with the Town of Estes Park in 2011,

Consensus from Board Members to dissociate from Town of Estes Park accounting if financially possible.

Treasurer Duryea further discussed GASB and actuarial study information to be provided to Milliman by 12/31/10. He also reviewed upcoming deadlines for District budget review and approval and answered Board Member questions as needed.

Moved by Frank Theis, seconded by Jack Rumley to accept Treasurer's Report, including approval of all transactions. Motion carried unanimously.

OLD BUSINESS

President Doylen provided update regarding EVFPD family picnic to be held at EP Marina on 8/22/10.

NEW BUSINESS

Chief Dorman reviewed 2010 2nd quarter/YTD incident run reports of the Volunteer Fire Department including: Incident Alarm Types, Dollar Value Saved & Loss Analysis, 2007-2010 Comparisons of Type of Calls by Number, Incidents by Zone and Detailed Incident Types. He also reviewed 2nd quarter/YTD training hours for Fire, Dive Rescue and EMS and provided a recap of staff activity hours. Chief Dorman then answered all Board Member questions, providing report explanations as needed.

Board Members discussed draft Resolution 10-06 regarding upcoming ballot issues for Proposition 101, Amendment 60 and Amendment 61 at length, including possible impacts to the Fire District.

Consensus from Board Members that Vice President Theis would re-draft the resolution by condensing and taking Board Member discussion and recommendations into consideration. Board Members agreed to re-review the resolution at the August 25th Meeting.

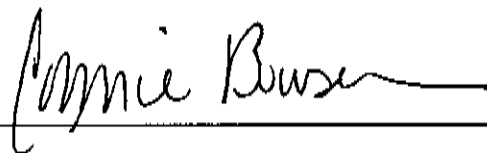
Moved by Bud Duryea, seconded by Frank Theis to draft Resolution 10-06 for the Estes Valley Fire Protection District to take a position of opposition to Proposition 101, Amendment 60, Amendment 61 ballot issues to be held in November, 2010. Vote 3-2 as follows: Bob Cheney: Yes Sue Doylen: Yes Bud Duryea: No Jack Rumley: No Frank Theis: Yes.

President Doylen notified Board Members she is still working on the volunteer firefighter and community surveys, both should be available by next week.

Consensus from Board Members that the process for adoption of the fire code should take precedence over completing the District strategic plan at this time.

Next meeting/work session scheduled for Wednesday, August 11, 2010 at 7:00 p.m. at Dannels Fire Station. Regular meeting scheduled for Wednesday, August 25, 2010 at 7:00 p.m. at Dannels Fire Station.

Meeting adjourned at 9:42 p.m.



Connie Bowser, Recording Secretary