

**Meeting Minutes of the Estes Valley Fire Protection District  
January 27, 2021 5:30 p.m.  
Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517**

**Board:** Mike Richardson, Ed Ford, Jon Hodde, Larry Leaming, Dave Hamrick  
**Staff:** Fire Chief Wolf, Board Recording Secretary Goetz, Chief Paul Capo, Chief Kevin Sullivan, Lt. Chris Thomas

**Also Attending via ZOOM platform:** Larimer County Commissioner Jody Shadduck-McNally

**Absent:** none

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

Due to the COVID-19 precautions this meeting was held as a ZOOM meeting.

**Ed Ford called the meeting to order at 5:30 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call – all present**

**CONFLICT OF INTEREST**

None

**PUBLIC COMMENT / BOARD COMMENT**

Commissioner Shadduck-McNally introduced herself to the board and informed them of the upcoming meetings of the Office of Emergency Management.  
No board comment.

**APPROVAL OF AGENDA**

Moved by Larry Leaming, seconded by Mike Richardson to approve the agenda with the addition of 11-E2 to amend the amount of capital apparatus purchase. Motion carried unanimously.

**APPROVAL OF MINUTES**

Moved by Larry Leaming, seconded by Dave Hamrick to approve the 12/09/2020 meeting minutes as written. Motion carried unanimously.

**Presentations:** The EVFPD staff presented a year end review via PowerPoint. Electronic version is on the district website.

**REPORTS**

**Fire Chief Report –**

**Administrative Division:**

- Upcoming Events
  - Half members have second dose, remaining Jan 30
  - Most experienced chills, headache, soreness, and fatigue – varying degrees

**Training Division:**

- Weekly Training
  - Resume in person with COVID precautions
  - January EMS guest instructors
  - February FF Survival and Rescue
- External Classes (Hosting/Instructing)
  - All courses posted on Eventbrite and website
  - Holding external enrollment until closer based on COVID requirements

**Operations Division:**

- Calls Stats
  - 01/27/2021: 33 (+27%) 01/25/21
  - 01/27/2020: 26
- Recruitment
  - Received four applications
  - Increased push on social media and through members
  - Working to update recruitment video, highlight desire for members of all kinds
  - Plan to start processing with Volunteer Coordinator on board

- Notable Incidents
  - Chasm Drive Wildfire (again)
  - KOA Campground Fire
  - Moraine Avenue Fire

**Station & Apparatus:**

- Apparatus
  - Moving forward with process for purchasing E723 and T72
    - Budgeted \$714,000 based on last time we purchased these vehicle types
    - Changes in NFPA and DOT standards increased price on Tender
    - Requested to change budgeted amount as not to exceed \$775,000 (+60,000)
    - Difference covered by wildfire revenues (\$88,000)
    - Plan to pay \$500,000 deposit now (discount) and rest at end of year
    - If revenues are considerably worse than budgeted, can finance remainder
    - E723
      - ISO Type 1 points, SCBA seats, ground ladders, 4WD, high clearance, spray nozzles, better hose reel position, 2x pump capacity, heat pans, pump heaters, protected pump controls
    - T72
      - Increased NFPA & DOT requirements (e.g. DEF)
      - 2x the pump capacity, spray nozzles, increased compartmentation, hosebed with cover, powered pond rack, heat pans, pump heaters, protected pump controls
    - Performance bond entire project
- Equipment
  - CAD auto fill (RMS)
  - IGA with PFA for MDTs

**Treasurer's Report-** Jon Hodde reviewed the December 2020 balance sheet(s) including, but not limited to: governmental funds and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve, Tabor and capital reserve were also provided. Sales tax projections were discussed. Moved by Mike Richardson, seconded by Dave Hamrick to accept paid bills. Motion carried unanimously.

**OLD BUSINESS**

**Extension of COVID-19 Disaster Declaration**

While we are operating under a disaster declaration the board needs to formally extend the order at each board meeting.

Motion by Jon Hodde, seconded by Mike Richardson to extend resolution 20-02 continuation of declaration of local disaster emergency. Motion carried unanimously.

**NEW BUSINESS**

**Election of Officers**

After discussion among the board members a motion was made by Jon Hodde, seconded by Larry Leaming to accept Mike Richardson as President, Ed Ford as Vice President, Larry Leaming as Secretary and Jon Hodde as Treasurer for 2021. Motion carried unanimously.

**Appoint Board Members to the Fire Code Board of Appeals**

After discussion among the board members a motion was made by Mike Richardson, seconded by Ed Ford to accept Dave Hamrick, Larry Leaming, and Jon Hodde as the new members of the fire code board of appeals. Motion carried unanimously.

**IGA for Mobile Data Computer Connectivity**

Chief Wolf presented to the board an IGA for mobile data computer connectivity with Poudre Fire Authority. This will give us the connection we need to use CAD with our MDT's in our apparatus. IGA has been reviewed by our legal team.

Motion by Dave Hamrick, seconded by Mike Richardson to approve the IGA with Poudre Fire Authority for mobile data computer connectivity. Motion carried unanimously.

**Fee Waiver Request – Town of Estes Park**

Chief Wolf presented to the board on behalf of Chief Sullivan a fee waiver request from the Town of Estes Park. This fee waiver would be to waive the \$100 operational permit for winterizing outdoor spaces for 25 establishments (\$2500 total fee waiver request).

## RECORD OF PROCEEDINGS

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Motion by Larry Leaming, seconded by Dave Hamrick to approve the fee waiver request in full. Votes: 4-yay, 0-nay, 1- abstention (Hodde) Motion carried by majority.

### **Approve Use of Purchasing Contract for 2021 Apparatus Purchase**

Chief Wolf presented to the board his justification to utilize a purchasing contract for two new apparatus purchases this year. Board discussion ensued.

Motion by Jon Hodde, seconded by Mike Richardson to approve the use of a purchasing contract for 2021 apparatus capital purchase. Motion carried unanimously.

### **Amend Amount for Capital Purchase of Apparatus**

Chief Wolf brought to the board a request to increase the budgeted amount for apparatus capital purchase. This increase request was based on our initial guestimate of pricing was low. Since our last purchase of similar vehicles DEF systems are now required as are multiple other NFPA standard requirements.

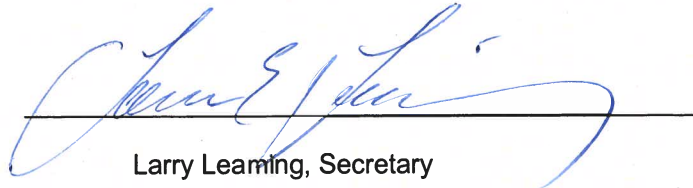
Motion by Mike Richardson, seconded by Dave Hamrick to approve a budget change from \$714,000 and now not to exceed \$775,000 for vehicle capital purchase. Motion carried unanimously.

### **Set Date of Strategic Planning Work Session**

Discussion took place to voice the need for strategic planning. It was decided to hold a work session on Friday February 26<sup>th</sup> starting at noon.

The next regularly scheduled board meeting will be Wednesday February 24, 2021 at 5:30 p.m.

Meeting adjourned at 7:12 pm.



Larry Leaming, Secretary

LL/eg

*The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."*

*"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."*