

# RECORD OF PROCEEDINGS

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## Meeting Minutes of the Estes Valley Fire Protection District

January 25, 2017 6:00 p.m.

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

**Board:** President Doug Klink, Vice President Mike Kearney, Treasurer Dave Coleson, Mike Richardson, Ed Ford

**Staff:** Chief David Wolf, Board Recording Secretary Kostner

**Also Attending:** Asst. Chief Landkamer, Fire Marshal Robinson, Fire Inspector Franklin, Training Captain Marston

**Absent:** Mike Richardson, Dave Coleson

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

**President Doug Klink called the meeting to order at 6:02 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Kostner performed roll call** – Mike Richardson absent excused, Dave Coleson absent excused

### CONFLICT OF INTEREST

Kearney for snow plowing services

### PUBLIC COMMENT / BOARD COMMENT

No public comment

No Board comment

### APPROVAL OF AGENDA

Moved by Mike Kearney, seconded by Ed Ford to approve the agenda with a modification to move item 10A to 7.5. Motion carried unanimously.

### APPROVAL OF MINUTES

Moved by Ed Ford, seconded by Mike Kearney to approve the 12/28/16 meeting minutes as written. Motion carried unanimously.

### REPORTS

#### Fire Chief Report –

##### Operations:

- Currently at 39 calls for 2017
- Moved thermal imaging cameras for increased use
- Apparatus numbering update to be consistent with ROMO, USFS, Larimer County, LFRA
  - Based on engine type (2, 3, 6) – same as Engine 31 now

##### Administrative:

- Received final monthly report from CLA Accounting. Transitioned over to Pinnacle.

##### Membership:

- Three students from high school applied to join. Current students in S130/190 class.

##### Training:

- Roll out of Target Solutions online training platform
  - Have built custom task books into program
  - Assigned annual OSHA requirements to all members
  - Able to use platform for surveys and feedback on officer performance
- Three members just completed Ice Rescue Train-the-Trainer class
- Hosting Ice Rescue class for adjacent departments in February
- Two members attending Boulder Fire Academy Firefighter I

##### Community

- Participated in Middle School Career Exploration Day

##### Other

Residential Assessment Rates  
Updated ISO rating

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**Treasurer's Report-** President Klink reviewed the December 2016 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.

Moved by Ed Ford, seconded by Mike Kearney to accept paid bills. Motion carried unanimously.

### OLD BUSINESS

#### Training Site-

- In removal of existing concrete slab, identified that rebar is below concrete in many places and concrete varies from 5" to 7" (spec was 6" thick)
- Meeting with JB Sittner, Stewart, concrete sub. Proposal to cap with 4" slab with fiber mesh.
- Stewart is running proposal past engineers to see if acceptable. If not, will remove entire slab and replace
- Received bid for building Fire Facilities. Working to get price within budget.
- Height variance application has been submitted and processing. Expected decision in March.

#### Water Supply to the Station-

- Has arrived and is in bay
- Chief Landkamer scheduling Ertl to install

#### Dispatch-

- Attended LETA EMD Steering meeting with Larimer, Weld, and Boulder Counties.
- Gathering data from LETA on EMD times from other PSAPs

#### Station Transfer

- Still awaiting response from BLM regarding special use permit

### NEW BUSINESS

2016 Year End Reports were presented by Chief Wolf, Training Captain Marston, Fire Marshal Robinson, and Fire Inspector Franklin. Each provided handouts highlighting events and statistics from 2016. These handouts are on file for review at the Districts office located at 901 N Saint Vrain Ave, Estes Park, CO.

Highlights included but are not limited to:

Responded to a record number of calls in 2016 -685. Membership is at 43 active volunteer members. Hired a full time Fire inspector. Three longstanding members retired. Purchased a type 1 pumper to be delivered summer of 2017. Purchased a new command vehicle. Upgrades to the training site have started with the anticipation of constructing a burn building on the site in 2017 to host fire academies & other training. Members participated in a total of 3,204 training hours in 2016. The 2017 training calendar was presented to the board. Target Solutions was implemented to help push training out to members, track JPR's, and allow home based training. 259 plan reviews were completed by Fire Marshal Robinson showing an increase in new construction. Fire Inspector Franklin completed 541 Fire Hazard surveys. Both Robinson and Franklin participated in and conducted many public outreach activities and WUI inspections focusing on safety and prevention.

The board discussed the Chief review process. It was concluded that this topic would be tabled and discussed at the 2/8/17 board meeting when more members would be present.

The next board meeting is scheduled for February 8, 2017 at 6:00p.m. at Dannels Fire Station. Meeting adjourned at 7:34 p.m.



Ed Ford, Secretary of the Board

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*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."*