

DONALD WESCOTT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
January 21, 2020
Open Session Minutes

1. Call to Order & Pledge of Allegiance

Called to Order at 7:03 pm

Board Attendance: Mark Gunderman, Joyce Hartung, Larry Schwarz, and Duane Garrett.

Executive Staff: Chief Vincent Burns, Assistant Chief Ridings, and Administrative Assistant Popovich

Legal Counsel: Michelle Ferguson

Guest Sign in Sheet: Joe and Mary Gunderman, Allison Robenstein, Karen McAllister, Bryan Ackerman, Jonathan Urban, Sean Pearson, Steve Simpson, and Melissa Seidenberg

2. Review and Approval of Agenda:

- Director Schwarz made a motion to approve the agenda as presented, with a second by Director Garrett. The Board unanimously voted to approve the agenda as presented.

3. Public Comments:

- None

4. Firefighter's Forum:

- Mary Gunderman: We were honored to be included in the memorial for Director Bo McAllister; it was a memorial like no other.
- Karen McAllister: I cannot thank everyone enough for all of your support during this time. You definitely have gone above and beyond.

5. Administrative:

- The November, December and January Financials will be tabled for this meeting, and will instead be discussed at the February meeting due to an issue that arose during the transition to new software.
- The November Regular Board meeting minutes were presented for the Board's review and approval. Director Garrett made a motion to approve the November minutes as presented, with a second by Director Schwarz. The Board unanimously approved the November Board meeting minutes as presented.
- The December Regular Board meeting minutes were presented for the Board's review and approval. Director Garrett made a motion to approve the December minutes as presented, with a second by Director Schwarz. The Board unanimously approved the December Board meeting minutes as presented.

6. Chiefs' Report:

Chief Burns:

- I would like to thank the entire organization for their turnaround time in the planning of Director McAllister's memorial.
- In February, Captain Pearson and Lieutenant Balvanz will be promoted to Battalion Chief, and Driver Lance and Driver Krzemien will be promoted to Lieutenants.
- The District's part-timer Driver Gibbs was hired full-time. A former firefighter who served 5 years with the District will test for Driver, and will be rehired when he returns.
- Santa Patrol was successful. The weather was much better than in 2018.

- Christmas Unlimited: This year, the District was able to donate two full truck loads.
- Training: Approximately 10 firefighters attended the Wildland Academy held at the University of Colorado - Colorado Springs.
- Thank you notes: The District received a “thank-you” card for District participation in the funeral for Summit Fire Firefighter Ken Jones. The District also received a “thank-you” note to Driver Lance for coming to Paradise Villas.

Lieutenant Urban, Facility Maintenance Department Head:

- Lieutenant Urban requested funds from the Capital Expenditure Budget to replace ballasts with LED lights to save energy, protect Personal Protective Equipment (PPE), and save money. LED lights life expectancy is 10-12 years, so twice as long as the lights the District currently uses, and save energy, with a 33% decrease in consumption of electricity. This would be a savings of \$920.00 over the next 10 years. He also explained that UVB rays break down the PPE; clothing is more damaged from the lights the District currently uses, than being in direct sunlight.

Lieutenant Urban stated that the District needs to replace 21 out of 63 ballasts in the Station 1 bay at a cost of approximately \$504.00. Lieutenant Urban noted that on average ballasts are replaced every 3-5 years. He estimates that over the next several years, replacing them with LED would increase the replacement cost by approximately \$1,008.00, for a total of \$1,512.00.

The District received a quote from Spectrum for \$2,100.00 to replace existing ballasts with hard-wired LED lighting.

The District is not looking to replace lighting the on the rest of the Station 1 since the intention is to renovate the living quarters.

Complete Station 2 lighting will be approximately \$3,300.00 to convert.

Lieutenant Urban is making a total request is for \$5,400.00 out of the Reserve budget for this capital improvement project.

The Board would like to see at least one more bid before they discuss it at a meeting in the near future.

Chief Ridings:

- Call volume was up 21% from 2018- 2019. The District received 961 calls for service. The District assisted in 243 mutual aid given calls and received mutual aid assistance on 40 calls. Response time averaged 6:17 minutes; average time to get in the truck is 1:03 minutes. The District seeks to reduce the response time to 6 minutes by using the new computer-aided dispatch (CAD) system being implemented throughout the County.

7. Old Business:

- Board Bylaws: The Board signed the Bylaws that were approved in December. A clarification was asked regarding the reference in the Bylaws to the Handbook. Legal counsel explained this is a reference to the District’s Employee Policy and Procedure Handbook, which is currently being updated. Once updated, it will be brought to the Board for their review.

9. New Business:

- Attorney Ferguson noted that with the vacancy created by the loss of Director McAllister, who was the Board President, the Board should conduct an Election of Board Officers:
 - Director Hartung called for a motion to nominate Director Gunderman as Chairman of the Board, with a second by Director Garrett. The Board unanimously voted to elect Director Gunderman as the Chairman.
 - Director Garrett made a motion to nominate Director Schwarz as Secretary of the Board, with a second by Director Hartung. The Board unanimously voted to elect Director Schwarz as the Secretary.
- Board Vacancy: The Board discussed appointing a replacement to fill Director McAllister's vacancy. Attorney Ferguson discussed the requirements and options with the Board.
 - Given the time frame, Director Schwarz made a motion to not appoint a director to fill Director McAllister's vacancy until the May election, with a second by Director Garrett. The Board unanimously voted to leave the Board position vacant until the May election.
- Resolution for Electronic Posting: Resolution 2020-004, a Resolution Approving the Regular Board of Directors Meeting Schedule and Designating Posting Locations for the District was presented.
 - Director Garrett made a motion to approve the Resolution 2020-004, with a second by Director Hartung. The Board unanimously voted to approve Resolution 2020-004
- Resolution for Electronic Posting: Resolution 2020-005, a Resolution Approving the Regular Board of Directors Meeting Schedule and Designating Posting Locations for the Donald Wescott Fire Protection District Northern Subdistrict ("Subdistrict") was presented.
 - Director Schwarz made a motion to approve the Resolution 2020-005, with a second by Director Garrett. The Board unanimously voted to approve the Resolution 2020-005.
- The Transparency Notice has been updated and is available on the Bulletin Board in front of Station 1 and on the District's website. The Board also received a copy of the Transparency Notice for the Subdistrict.
- Call for Nominations: The District has 3 open director positions. Any interested candidates must complete a Self-nomination form, located in Administrative Assistant Popovich's office at Station 1, prior to February 28th. The form must be submitted to Ms. Popovich by February 28.
- Election Resolution 2020-006: The District will hold a polling place election on May 5, 2020. The three director positions up for election are for a term of three years each. Stacey Popovich will be the District's Designated Election Official. If no more than 3 nominations are made for the director positions, the DEO is authorized to cancel the election.
Director Garrett made a motion to approve Resolution 2020-006, A Resolution Calling for a Polling Place Election, with a second by Director Schwarz. The Board unanimously voted to approve the Resolution 2020-006.

10. Public Comments:

- None

11. Firefighter's Forum:

- LT Ackerman: Agility testing is set for January 26th. Staff anticipates about 25 candidates will participate.

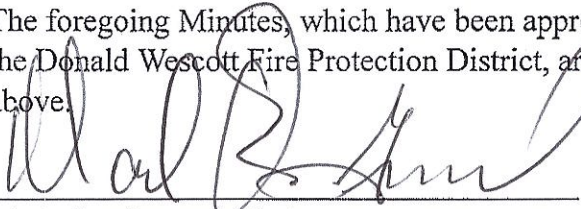
12. Adjourn:

- The Board voted unanimously to adjourn the meeting at 8:02 pm.

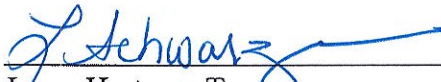
Respectfully submitted,
Stacey Popovich

APPROVAL

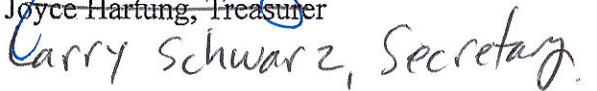
The foregoing Minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Donald Wescott Fire Protection District, are a true and accurate record of the meeting held on the date stated above.



Mark Gunderman, Chairman



Joyce Hartung, Treasurer


Carry Schwarz, Secretary