



# Aspen Fire Protection District Board of Directors Regular Monthly Meeting

MEETING DATE: May 20, 2015  
MEETING TIME: 5:00pm

LOCATION: 420 E Hopkins

## MINUTES

I. Meeting called to order by: Jack Simmons Time: 5:06pm

II. Roll Call

Board Members:

Jack Simmons, Denis Murray, Karl Adam, Tom Clapper

Absence: Stoney Davis

Others in Attendance:

Rick Balentine, Marc Zachary, Brian Nichols, Dave Walbert, Parker Lathrop, Nikki Lapin

III. Reading of Minutes: **Motion by Karl to approve minutes from March 18, 2015 meeting. Denis Second. All Approved.**

IV. Public Comment: None

V. Good of District:

- a) The Honor Guard went to Fallen Firefighters Memorial in Denver to honor Willard Clapper. Good representation from the District. It was well attended.

VI. Board Member Comments:

- a) Procedure for cancelling meetings: Denis suggested that it should be discussed at current meeting if we will cancel for the next meeting. It was also suggested that an agenda be set for the next meeting during a current session. Karl Adam notified the board he will not be available the third week of July. Jack and Tom may not be here for the August meeting. After discussion it was agreed by majority that it would be kept as is. Discussed the duties of the president's position. It was agreed in the past that this position would rotate each year, but recently it has not been that way.
- b) Rick mentioned that the website will be up soon and that we will be posting meeting minutes and agendas on there. Jack would like to make sure the mission statement and guiding principles are kept in the forefront.

VII. Financials:

- a) Wabs mentioned that Stoney will not be here this month and we have to service the bonds last week of May. This will require someone from the board going with Wabs to the bank for signature. Jack and Karl will be available.

- b) Wabs met with two new members of pension board and spent some time with Chris Sulek in preparation for Wabs retirement and turned over a large packet of information to Mike Tracey. Wabs would like to see pension plan put on agenda in the next couple months for the board to discuss. The actuarial study should be here in July.
- c) Rick suggested another work session to review 10 year capital plan and discuss pension plan at same time. Board discussed the importance of this tool, but is just a piece of it, also needing other components, such as staff, volunteer, pension, housing, etc. Zach brought up the discussion of whether all four fire stations are needed and if it is needed for ISO. ISO review was just done and we will receive a report in a few months.
- d) Discussion of whether a mill levy will be required in the near future and what the appropriate plan and timing would be. It was suggested this be a part of a work session and look at all the components and put together some assumptions and what numbers would look like. Jack talked about how much has been put into prevention in this community and what a huge impact it has made.

VIII. CEO/Fire Chief Report:

- a) FFI candidates are finishing up there live burn class this weekend.
- b) Position for Financial Accounting Specialist has been posted in-house. This position will start out at part-time.

IX. Division Chief of Prevention / Fire Marshall

- a) Report was included in Board Packet.

X. Division Chief of Wildfire Prevention

- a) In the process of finishing up mitigation projects on Red Mountain and Brush Creek.
- b) Public education and outreach starts in June.
- c) Great reception from people on the mitigation work being done. This has been the biggest collaboration with the City, County, Holy Cross and other agencies. They will continue to work on a plan with the City to identify mitigation rotation for upcoming years.

XI. Old Business

- a) Grand Junction Property: Renewal letter was attached to the board packet. The board agreed to leave the price at \$45,000.
- b) Service Plan: Rick is trying to work on getting this updated.
- c) Woody Creek Station: Zero interest from RFP because there was no engineering paperwork. Rick received an estimate \$14,000 from engineer to design. Brian suggested getting a second bid on engineering services. Board agreed to go ahead with getting a second bid.
- d) Rescue 7: Copy of the contract was presented. By prepaying for the vehicle there will be a savings of \$6,000 - \$7,000. Earliest it can arrive is January of 2016. Rick requested they move forward with prepaying. Board agreed.

- e) **Employee/Volunteer Manual:** Staff is meeting tomorrow to discuss. Will be reviewing SOG/SOPs as well and assign tasks to staff and volunteers.
- f) **North 40 Usage:** Still waiting for meeting with Pitkin County to discuss dispatch moving in there. Rick hopes to have more information by next meeting. Housing unit will not be part of it.

**XII. New Business**

- a) Jack thanked staff for job well done on putting together the ten year plan.

Meeting Adjourned.