

Aspen Fire Protection District

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Board of Directors Regular Meeting October 11th, 2022

The Board of Directors of the Aspen Fire Protection District met for their regular meeting. The meeting was open to the public in person and virtually via Zoom.

Meeting called to order by John at 5:04pm

Roll Call:

- Board of Directors Present: John Ward, Parker Lathrop, Dave “Wabs” Walbert, Emily Taylor, Steve Wertheimer
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Jan Schubert, Nikki Lapin, Jan Legersky, Ali Hager, Ben Smith, Ken Josselyn
- Public/Others: Richard Peterson, Sebastian Wanatowicz, Mike Lyons, Roger Hollowell, Gabe Muething

Approval of Minutes:

MOTION: Motion by Wabs to approve minutes from: Regular meeting held September 13th, 2022. Emily second.
Discussion: None
Vote: All approved.

Public Comment:

- Roger Hollowell, Former Volunteer Firefighter addressed board in regards to leadership, hiring of more firefighters with consultants coming in and spoke to fire alarms.
- Mike Lyons, Former Volunteer Firefighter addressed board in regard to his release from department.

AVFD Inc.: None

North 40 Housing Project Update: Sebastian Wanatowicz

- Project Budget: The project is winding down. There is a billing #20 coming through in the amount of \$97,893 for payment of works completed that is still in approval. There will be one other payment in October that will get approved first part of November. Majority of the billing will be for retainage for subcontractors and monies that were retained for their work. This will account for the remainder of the construction budget of \$745,186. There is still \$14,070 left in Allowance 22, however another \$3,000-\$4,000 may need to be used, leaving a remained of approximately \$9,000. There is also \$483,021.88 left in soft costs from the project.
- FCI will need until end of October to complete punch list and scopes of work.
- North 40 Cost Share: Rick spoke to letter included in packet. North 40 HOA would like us to help pay for upkeep of park. The cost is \$3,500 per year that will come out of Fire Place operations budget. Romero group will be doing budgeting for Fire Place and this will be a line item.
- North 40 Fire Place Gym: It has been built out, but currently there is no budget for equipment. There was discussion of the need for another gym. Staff will provide of list of equipment to the board. The approximate cost will be \$30,000-\$40,000.

- Water Tap Update: There is no further update at this time. There is \$160,000 still budgeted in soft costs.

Wildfire Community Action Fund Project – Ali Hager

- Ali reviewed the report provided in the board packet and touched on a few subjects. There is a correction to the FRWRM grant, we will be asking for \$60,000, instead of \$50,000.
- Starwood HOA Community Wildfire Mitigation and Forest Health Project: Ali gave an overview. We are assisting them with some grant writing. They are hoping to see a five year project worth nearly half a million dollars.
- MOU for Roaring Fork Collaborative Group: This was presented as a draft at this time. It is an MOU between all the different entities working together. There will be another one coming through between Roaring Fork Collaborative and Aspen Institute.
- Rick and Ali spoke to the Wildfire Summit they attended in Jackson Hole. A list of participants was listed in the board packet. It was a very good conference.
- There was discussion around the WCAF budget and matching it up with the numbers on financial reports.
- Rick met with the St. Regis. They are looking to host a potential gala to fundraise for the WCAF. A tentative date has been set for December 28th.

Financials

- Monthly Financial Review: Monthly financial reports were included in the board packet. There was clarification of portion paid to Matrix, the consultants for the Community Risk Assessment/Standard of Coverage review. There was also discussion of North 40 roof and possible need of ice tape in some areas.
- Storage/Locker Budget Revision: There was \$40,000 budgeted in Capital this year for storage at North 40. Originally looked at putting in storage loft system, however it came in at \$80,000. Staff is proposing building locker/storage at Fire Place for approximate cost of \$10,000 and proposed upgraded lockers in bunker rooms for duty crew rooms to put their stuff in. Quote was included in board packet. Cost would be \$25,000. The board agreed to allow revision of reallocating \$40,000 for loft system to do \$10,000 of storage at Fire Place and use \$25,000 for new lockers.
- FPPA 2nd Quarter Report. It was included in board packet. No further discussion.
- 2023 Draft Budget Review.
 - Jake reviewed the overtime budget and provided further explanation. There will be a \$20,000 increase. The training overtime was separated out. There was much discussion around overtime and training.
- Pay Cycle Adjustment. Jake will meet with each board member individually to explain the reason for adjustment. Jake gave a brief overview of the proposal.
- Updated State Legislation, FAMLI. This was voted on in 2020 in Colorado. Nikki gave an overview of the program. As a local government, the board can choose to opt out of this program but must do so via a resolution by the end of year. Staff will do further research and make a recommendation.

Board Comments & Action Items: None

- Gabe Muething, Aspen Ambulance spoke to the board of the upcoming mill levy they are asking for in this next election. He gave an overview of the need and history of Aspen Ambulance.

MOTION: Motion by John to adopt Resolution 2022-10-01 AFPD IN SUPPORT OF BALLOT ISSUE 6A TO INCREASE THE MILL LEVY FOR THE ASPEN AMBULANCE DISTRICT. Parker second.

Discussion: None

Vote: All approved

Board Member Comments:

- Parker commented that he had requested the executive session to discuss what was heard earlier in the meeting regarding processes. Richard mentioned that part of the policy discussion will be appropriate during the handbook revisions.
- John commented on the housing project and coming in on budget.
- The Holiday Party is being proposed for December 10th at Mountain Chalet.
- Emily applauded Ali on her work on WCAF.
- Steve agreed with Emily, very proud and gratitude to those that have worked hard on it.

Staff Report:

- Fire Marshal and Prevention: Jan was out of town, so there is not Fire Prevention report included in the Staff Report. Fire Prevention Week is happening. Ben Smith is at the schools. Jan will be meeting with City Building Department for their plan to require sprinklers systems in all residences within city limits. Jan found out through newspaper this was being proposed and was not included in discussions. This will be further cost as plan reviews will go up.
- Operations Overview:
 - Consultants from Matrix for the Community Risk Assessment/Standard of Coverage were here October 4th - 6th and met with several people from other agencies and internal members. They are willing to still meet with any members and board. Steve and Parker gave a quick recap of their experience. They will be doing a community survey in addition to this.
 - Recruitment. There were three days of interviews. Twenty interviews were held. Recommending 2 already trained firefighters and 11 new recruits to go to academy. Jake addressed the capacity of the training. Scott addressed the training concerns of a larger group. It is manageable now, however in the 2-3 years if numbers increase, may need further discussion of training division.
 - False Alarms – Staff did some research. There are a number of reoccurring alarms at single residence. There were 47 with over 4 calls. Some of the bigger numbers were school and larger hotels. The general consensus with the duty crew is that it's not a big impact on operations but looking at exploring other options.
 - Training: Scott touched on some points from the report presented in board packet. There has been a change to Live Burn in October, however received access to Hotel Aspen to do a lot of hands on training instead.
 - Class of 22, of the 6 three have completed the program and the other 3 are on the verge of completion.
 - EMT Bridge class is about ½ way through. We are monitoring to see how they move through online. First two weeks in November will be hands on training. We have 7 of our members in the training. After November they will move to clinical time in Emergency Room and on ambulance.
 - There are two people advancing to Firefighter II.
 - The report is longer than normal because Scott added the outside training. Scott provided a list of number of firefighters taking extra classes.

CEO/Fire Chief and Good of the District:

- Letter from Ukraine Aid included in board packet. This is not looked at as a political issue, this is helping other firefighters.
- Rick has been connected with a college in Bordeaux, France that is interested in an intern program for a student next summer for 10 weeks.
- Pano AI. It was suggested doing an IGA with the City and possibly County for funding.

Old Business:

- Woody Creek Project Update: No further update

New Business:

- Upcoming Budget Work Session. Jan requested direction from the board as to any particular items the board would like to discuss so staff can plan accordingly. Please send emails to Jan.

**MOTION: Motion by Wabs to adjourn at 7:55pm. Parker second.
Vote: All approved.**

***** A full recording of this meeting can be requested by contacting the District Administrator at nikki.lapin@aspenfire.com or by calling 970-925-5532.**