

Aspen Fire Protection District

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Board of Directors Regular Meeting April 13, 2021

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

Meeting called to order by John at 5:04pm

Roll Call:

- Board of Directors Present: John Ward, Denis Murray, Dave (Wabs) Walbert, Michael Buglione, Stephen Wertheimer
- Board of Directors Absent: None
- Staff/Volunteers Present: Rick Balentine, Nikki Lapin, Charlie Curtis, Jan Legersky, Roya Beklik
- Public/Others: Karl Hanlon, Paul Backes, Tim Cottrell, Carolyn Sackariason, Michael Sherven, Paul Broome, Sebastian Wanatowicz, Parker Lathrop, Joe DiSalvo

Approval of Minutes:

MOTION: Motion by Denis to approve minutes from: Regular Meeting held on March 9, 2021, Special Meeting held on March 30, 2021 and Work Session held on April 9, 2021. February 9, 2021. Wabs second. Discussion: None. All approved

Public Comment:

- Tim Cottrell, Retired Firefighter of 25 years and current Commander of the Honor Guard, addressed the board in regards to the negative press in the newspaper and to give praise to Chief Balentine, noting there have been some serious improvements under his direction.

2020 Audited Financial Statements, Paul Backes – McMahan & Associates

- Paul reviewed the draft of the 2020 Audited Financial Statements. This was included in the board packet. The board requested a shorten version of the report that is more understandable to the board and the public, referred to as Popular Reporting. Paul will look into getting a sample of another company to see if this is what the board is looking for. Paul discussed new standards in regards to leases of more than a year.

AVFD Inc., Ryan Warren: Not Present

North 40 Housing Project Update: Paul Broome and Sebastian Wanatowicz

- Budget Review: Soft costs are the same as last month with addition of some more funds included for new owner representative. These funds were taken out of the contingency. They have seen an increase in wood prices that will come out of the contractor contingency fund.
- The site is very busy with minimal complaints from neighbors. There have been no noise complaints, just a few parking issues.
- The board requested dates be added on the spreadsheet in reference to when funds are drawn and a contingency use log.

Financials:

- FPPA Funding: There was discussion of funding FPPA with surplus of \$295,000 out of the \$795,000. There is \$400,000 budgeted to move into Operational Reserves and \$100,000 to go into the Emergency Reserve Fund.

MOTION: Motion by Wabs to increase the FPPA contributions by \$500,000. \$205,000 to come out of Operational Fund and \$295,000 of excess funds. Denis Second. There was further discussion.

AMENDED

MOTION: Amended motion by Denis to fund the FPPA with \$250,000 budgeted for 2021, plus \$295,000 from excess funds and \$205,000 from Operational Reserve Fund. Michael second. Discussion: There was further discussion of what may be needed out of the Operations Reserve Fund. Rick mentioned there is a Deputy Fire Marshal position needing to be filled. John spoke to keeping this funded as operations payroll expense growth. Steve would like to see the \$295,000 plus the \$250,000 budgeted.

AMENDED

MOTION: Amended motion by Denis to put excess \$295,000 from 2020 General Fund into FPPA. The \$250,000 budgeted in 2021 for FPPA would also be reserved this year for a total of \$545,000 contribution during 2021. Michael second. Vote: 4 Yes, Wabs recused himself. Motion passed.

Board Comments & Action Items:

- Strategic Plan Draft: The internal group met with Triton on April 9th and 10th. The committee will present the draft it to the board. Once the board reviews and is okay with proceeding it will be put into a final format. Steve felt the board didn't feel they spent enough time with Triton and giving their input.
- Salary Survey: Nikki has been working with Employer's Council on the salary survey.
- John Ward: Commented on appreciation of those that participated in the strategic planning process.
- Chief Milestones: This document was placed in the board packet. It has been reviewed by the Chief. There was addendum to the Chief contract.

MOTION Motion from John to adopt the memorandum for employment Milestone for Chief Contract dated April 9th, 2021. Steve second. No discussion. All approved.

Fire Marshal Report:

- Jan Legersky gave a brief overview. This month there has been 38 plan reviews, 22 inspections and 20 site visits, along with several burn permits and temporary heat permits. The board requested a memo each month be included in the board packet.

Training Report:

- Rick gave a brief review. Currently there is 10 Probies in the middle of training.
- Cadet Program: Zane Zachary decided not to move forward with the program due to school and other timing conflicts.

CEO/Fire Chief & Good of District

- Health Insurance Reimbursement: The district received \$70,000 back as part one of the dissolving of Western Slopes Healthcare Group.
- Strategic Plan Update: There was 16 people that participated in the strategic planning committee.
- Wildfire Update: It looks to be an active wildland fire season. Rick is looking into a Grant for wildfire mitigation assessments. The board requested a wildfire report for future meetings and another overview of the wildfire mapping program.
- Deputy Fire Marshal Position: With Jan Legersky moving into the Interim Fire Marshal position, Rick would like to put out a job posting for Deputy Fire Marshal. The Fire Marshal position will also need to be posted internally. The board would like to have a special meeting to discuss.

New Business:

- Fire Place Housing Guidelines: John would like to get ACPHCA guidelines and pricing with prioritizing. Rick will put together a couple plans. He is currently working on capitalization plan. Rick asked direction from the board on pricing. John would like to see ACPHA category based on income.

MOTION: Motion by John to go into Executive Session pursuant to §24-6-402(4)(f) (I), C.R.S., to discuss personnel matters not specific to any individual employee who has requested the matter to be in open session, more specifically concerning three month review of the Fire Chief

***** 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.**