

# Aspen Fire Protection District

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## Board of Directors Regular Meeting January 8, 2019

**Meeting called to order by Karl at 5:05**

### **Roll Call:**

- Board of Directors: Karl Adam, Stoney Davis, Denis Murray, Dave (Wabs) Walbert, John Ward
- Absent:
- Staff/Volunteers: Rick Balentine, Jan Schubert, Ken Josselyn, Nikki Lapin, Charlie Curtis, Bruce Bradshaw, Ryan Warren, Mike Haman
- Public/Others: Karl Hanlon, Chris Bendon - BendonAdams

### **Approval of Minutes:**

**Motion by Denis to approve minutes from Regular Meeting on December 11, 2018. Stoney Wabs. Karl A. abstained as he was not there. All remaining approved. Discussion: Board has requested NFPA standards for airport. Rick has FAA standards and will send to the board.**

### **Good of District:**

- The District has received great response from the public this past year.
- This was a busy holiday season. There was a tragic incident involving a 13-year old attempt at suicide. Prognosis was not looking good, however he woke up miraculously with diagnosis of 100% full recovery. Aspen Fire made it first on scene and was able to get airway right away.
- Wabs had coffee with Bill Lynn, Aspen Police, and he commented on how well Aspen Fire responders performed during overdose incident at Hotel Jerome on New Year's Eve. There was another overdose the next night. Everyone performed as they had trained. Aspen Fire started carrying narkan a year ago.
- Wabs presented article about ski patroller who had passed away recently. He was a firefighter back east. Wabs suggested that AVFD Inc. may want to make a donation. Ken will bring up at AVFD meeting tomorrow night.
- Last week Aspen Fire received \$10,000 donation out of the blue. Rick is currently trying to find out more information as to why they donated it.

### **Public Comment:**

- Chris Bendon – BendonAdams: Rick was impressed with Chris's work on Starwood Substation and highly recommends him for North 40 project. Chris gave overview of the Starwood Station project. He gave board information as to how it works to build as a public entity. The project will need to go through Location Extent and then review with P&Z. The proposal Chris presented is to help put together application, represent the board, put together presentation to P&Z and assist with the heavy outreach piece that will be needed for North 40 neighbors. Chris reviewed pricing. They do give municipal pricing with a \$15,000 cap. The Aspen Village project can be added for \$6,000. Aspen Village will require change of use to go to P&Z and may need some public outreach as well. Karl H. confirmed this is a professional service and is not required to go out to bid.

- **Motion by Denis to hire BendonAdams to assist with both North 40 and Aspen Village. Stoney Second. Discussion: Rick had some initial plans drawn up for Aspen Village by Jason Lasser and Rick is getting some ideas of cost from a few contractors. There was \$100,000 budgeted for this project. If pricing comes in over that, further discussion will be had. Chris commented that the fee could change if one of the projects is put off. All Approved**
- Rick mentioned there was discussion of Starwood HOA going to county to try get \$50,000 to help with fees of project, however doesn't sound like they will proceed. Moving forward with North 40 project it is worth conversation on asking about discount on fees.

### Financials:

- Year End Financials: After the Auditor's review, we should be \$50,000-\$60,000 in the positive.
- New Mill Levy Funds: Will start receiving February. These will go into Colorado Trust.
- 911 Dispatch Invoice: Budget is for \$60,000, but have not received bill.
- Contract Labor/Special Projects: Confirmed this is for pre-plans.
- Volunteer Stipend Increase: This was stipends for Officers and Driver Operator. Driver Operator is a state certification. This was budgeted in 2017, but not used.
- Woody Creek Improvement: There was \$9600 spent on new carpet and painting.
- New Brush Truck Repairs: Rick has not had success recouping money from dealership. Rick requested that Karl Hanlon write a letter as it is approximately a \$15,000 bill.
- Outstanding Accounts Receivables: City currently owes for labor of two interns and County owes for 4th quarter utilities.
- There was extra sheet in package that should not have been in packet in regards to COP.

### Board of Directors:

- **Motion by Wabs to approve Resolution 2019-01-01: Posting of Meetings. John second. All approved.**
- SDA Board Packet: Discussion of job descriptions for board members, missing meetings and SDA packet presented in board packet. Board adopted policy in the past that board members can only miss three meeting within calendar year.
- Employee Handbook: Staff is working on updating items and will be looking at job descriptions as well.
- Board Member attendance at Operations Meetings. Nikki will send out schedule via email for board members to sign up. John will go to first one.

### CEO/Fire Chief

- Operations Steering Committee: First meeting was Monday, January 7<sup>th</sup>. The committee has been seated. First working meeting will be next Thursday, January 17<sup>th</sup>. This will be weekly meeting. The idea is for committee to present recommendations to board after first quarter.
- Housing Committee: Rick is working on setting up meeting with group that has showed interest. Denis would be interested in participating. A survey was sent out to members.
- Starwood Housing: Rick is looking at some models for Starwood housing. One may be that in lieu of rent/partial rent, there is commitment of dedicated staff at station during specific times. This could help with ISO credits. This would be similar to residency programs at other stations. ISO now gives volunteers same point as paid staff. Now is the time to try new things.
- Mill Levy Funding: Rick has received messages from press asking when and what we are going to spend new mill levy money on. They may appear at future meetings.

### Old Business

- Airport MOU: Rick asked Board for direction. Karl H. is working on getting meeting with John Ely. There was further discussion of importance of getting MOU for the safety of our firefighters and the public.

**New Business:**

- Work Session to discuss level of service: Karl H. suggested getting the national standards and volunteer standards for this meeting so it is more of educational piece to get background and be prepared when Operations Steering Committee comes to board with recommendations. Rick mentioned there is a webinar next Monday discussing many of these topics. Rick will send the link or it will be here at 2:00pm on Monday. Revisit next meeting. It was requested that staff give board some educational resources.

Motion from Karl A to move into Executive Session to discuss personnel matter pursuant to §24-6-402(4)(f), C.R.S., Chief Review.