

GRAND VALLEY FIRE PROTECTION DISTRICT  
MINUTES REGULAR BOARD MEETING JANUARY 20, 2016

Attendance: Fire District Board of Directors  
Bill Nelson (5/2018, 2nd Term) Keith Lammey (5/2016, 1<sup>st</sup> Term)  
Kevin Whelan (5/2016, 1<sup>st</sup> Term) Ted Anderson (5/2018, 2nd Term)

Absent: Michelle Foster (5/2018, 1<sup>st</sup> Term)

Staff: David Blair, Fire Chief Rob Ferguson, Deputy Fire Chief  
Kim Reeves, Administrative Specialist Chase Spaid, Lieutenant

Public: None

President Whelan called the meeting to order at 9:00 a.m.

Whelan moved to excuse Michelle Foster. Seconded by Anderson. All approved.

### MINUTES

Minutes from the November 18, 2015 Regular Board Meeting were presented and reviewed. Anderson moved to approve the minutes. Seconded by Lammey. All approved.

Minutes from the December 09, 2015 Special Board Meeting were presented and reviewed. Lammey moved to approve the minutes with corrections. Seconded by Nelson. All approved.

### FINANCIAL REPORT

Financial reports for November 2015 were reviewed and discussed. Anderson moved to approve the financial reports, subject to audit. Seconded by Nelson. All approved.

Financial reports for December 2015 were reviewed and discussed. Nelson moved to approve the financial reports, subject to audit. Seconded by Lammey. All approved.

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- **Old Business**
  - **Performance Review and Salary Schedule**

The new Performance and Salary Schedule has been implemented as of January 01, 2016. Deputy Chief Ferguson has met with each of the crews again and explained the implementation process. All staff was given the opportunity to ask questions regarding the rolling out of the program.
  - **Volunteer Positions and Training**

Chief Blair and Chief Rowe have been working with Kate Redden from VolunteerFirefighter.org and have received the posters and banners this week. Chief Blair is in the process of reviewing materials from CRFR that we may be able to use with our program. Chief Blair is waiting for reply from Kim Gitchell regarding Volunteer Training program.
  - **Strategic Plan Update**

Hilary Fletcher has contacted the District for additional background and statistics for 2015. She has the DRAFT document almost ready for the Board of Directors to review.
  - **Remote Water Supply Tanks**

Chief Blair has received the "Additional Insured" certificates and will be contacting both WPX and Encana about continuing the placement of these tanks in time for 2016 wildland season.

- **New Business**
  - **Designation of the “Official” posting place for 24-hour (agenda) notice of District Meetings**  
As per Section 24-6-402(2)©, C.R.S., the BOD needs to designate an Official posting place for 24 hour (agenda) notice of District Meetings. Chief Blair is suggesting that this notice location be the Public Notice Board in the lobby of Station #1, 0124 Stone Quarry Road, Parachute, CO 81635. Nelson moved that Station #1 be designated as the official posting place. Seconded by Anderson. All approved.
  - **Designation of posting of BOD Meeting Time & Location**  
Chief Blair is suggesting to the BOD that the current locations for posting BOD Meeting Time & Location be retained. The current locations are:
    - GVFPD District Offices, Station #1
    - GVFPD Station #2
    - Parachute Post Office
    - Garfield County Clerk & Recorder
    - Mesa County Clerk & Recorder
Lammey moved that the current locations be retained. Seconded by Nelson. All approved.
  - **Designation of Official Newspaper**  
Chief Blair is suggesting to the BOD that the current newspaper, the Citizen Telegram be retained as the official newspaper for public notifications. Lammey moved that the Citizen Telegram be retained as the official newspaper. Seconded by Nelson. All approved.
  - **Designation of an Election Official**  
Chief Blair is suggesting to the BOD that the Designated Election Official be selected at the January BOD meeting. This will allow the District to post the Call for Nominations on January 24th, the earliest it can be posted, which will allow for the longest period of time for interested parties to self-nominate. Chief Blair would further suggest to the BOD that Kim Reeves, Administrative Specialist be appointed the DEO, which will allow Chief Blair to perform other functions that the DEO may not be able to perform. Whelan moved that Kim Reeves be appointed as the Designated Election Official. Seconded by Lammey. All approved.  
Anderson moved that in the event that an election is required it be done as a mail ballot election. Seconded by Lammey. All approved.
  - **Center for Public Service Excellence**  
Chief Blair and Chief Ferguson will be attending a CPSE Conference which is a “Boot Camp” for Fire Departments/Districts that are just starting the process of accreditation. The training will be in March, 2016.
  - **Utility 34 Replacement**  
Chief Blair requested approval to order the Utility 34 replacement per budget and apparatus replacement schedule. Nelson moved to approve the replacement for Utility 34 not to exceed the budgeted amount of \$45,831.00. Seconded by Anderson. All approved.
  - **Gas Monitors**  
Chief Blair requested approval to order the gas monitors per budget. Anderson moved to approve the order of replacement gas monitors not to exceed the budgeted amount of \$16,000.00, and to donate the replaced monitors to another fire district. Seconded by Lammey. All approved.
  - **SCBA Cylinders**  
Chief Blair requested approval to order the replacement SCBA cylinders. Nelson moved to approve the order of replacement SCBA cylinders not to exceed the budgeted amount of \$18,000.00. Seconded by Lammey. All approved.
  - **Other**
    - **District’s General Insurance**  
The District's General Insurance is up for renewal. The carrier has suggested that we raise the small equipment replacement deductible from \$500 to \$1,000 in order to save some money. The Safety House agreed value was increased from \$10,000 to \$13,000 (the actual value). Lammey moved to approve the changes to the General Insurance as suggested by the carrier. Seconded by Nelson. All approved.

- **Hawk Extreme Tender Completion**  
The completion date for the tender is planned for 2-17-16. Chief Blair is making arrangements for the final inspection.
- **Snowmobile Bids**  
The District has received some bids and it is anticipated that both machines have been bid. Lammey moved to approve the sale of the snowmobiles to the high bidders at \$250.00 for #2 and \$320.00 for #3. Seconded by Nelson. All approved.
- **Winterfest/Snowman Contest/Parade of Lights**  
The District has been asked to participate in the annual Winterfest activities. The District will extinguish the bon fire, have a snowman for the contest and enter the 1948 Mack in the Parade of Lights.
- **Bike / Hike Committee**  
The District has been asked to be part of the Parachute/Battlement Mesa Bike / Hike Committee. Chief Blair has asked Captain Davidson to be part of this committee as he is a resident of the community and biker / hiker. He has agreed to participate. The focus of the committee is to improve/develop the existing trails, get the community more involved with using the trails and bring visitors to the community to use the trails and boost the economy.

➤ **Staff Report**

- **District participation in recent events**  
Deputy Chief Ferguson discussed some of the events that the District has participated in during the past couple of months, as well as what the Operations Staff has been doing.
- **OPS Report**  
Deputy Chief Ferguson discussed the November and December 2015 Operations reports.

**EXECUTIVE SESSION:**

Vice President Foster made a motion that the Board of Directors hold an Executive Session per CRS-246-402(4) related to the discussion of the purchase, acquisition, lease transfer, or sale of real, personal, or other property interest. Session attendance Lammey, Anderson, Nelson, Blair and Ferguson. Executive session began at 10:14 a.m.

The Executive Session was concluded at 10:38 a.m. and the Regular Board Meeting resumed.

**ADJOURN**

There being no further business or discussions the meeting was adjourned at 10:38 a.m.

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Kim Reeves, Administrative Assistant

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Kevin Whelan, Board President

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Bill Nelson, Board Secretary/Treasurer