

MINUTES  
GREATER BRIGHTON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
500 S. 4<sup>th</sup> Avenue, 6<sup>th</sup> Floor, BRIGHTON, COLORADO 80601

**January 8, 2014**

- Call to Order

President Morris called the meeting to order at 6:00 p.m.

- Roll Call

Present

Dean Morris, President  
Scott Gerhardt, Vice President  
Frank Serafini, Treasurer  
Arlin Riggi, Secretary  
Don Rowe, Assistant Secretary

Also in Attendance

Mark A. Bodane, Fire Chief  
Kris Krengel, Fire Marshal  
Mike Schuppe, Division Chief – Operations  
Rita Saunders, Finance Manager  
Carol Thompson, Administrative Assistant  
Gerard Lutz, Battalion Chief - Training  
Michelle Ferguson, Legal Counsel

Phil Beehler, Battalion Chief  
Brycen Garrison, Lieutenant  
William Porterfield, Lieutenant  
Brian Olivas, Lieutenant  
Austin Coleman, Firefighter  
Kevin Carson, Engineer

Chris Hove, Engineer  
Devin Mellars, Firefighter  
Nick DiAnnie, Firefighter  
Robert Baumgartner, Retiree  
Jeff Jacobucci, Retiree  
Carl Craigle, PVMC  
Tom Hillson, PVMC

- Presentations

Division Chief Krengel introduced Larry Allen to the Board. President Morris delivered the oath of office and swore in Mr. Allen as the District's new Deputy Fire Marshal. Refreshments were served following the presentation.

- Call for Changes to the Agenda

Attorney Ferguson asked that sub section (b), "to receive advice of legal counsel" and section (e) "to determine the District's position on matters subject to negotiations" be added under Executive Session.

MOTION: Vice President Gerhardt made a motion to approve the agenda as amended.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

- Public Comment

President Morris welcomed those in attendance.

- Action Items

- a. Consent Agenda

1. Approval of Financial Report year-to-date ending November 30, 2013

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2. Approval of December 2013 accounts payable checks  
GF check numbers 24733 to 24818 and ACH Standard AFLAC  
HW check numbers 259 to 265 and  
check numbers 1682 to 1686 and ACH Anthem, Cigna Health and on-going Flexible Spending Account  
  
CD check numbers 26208 to 26214  
Total December 2013 expenditures: \$772,602

3. Approval of December 11, 2013 Board Meeting Minutes

MOTION: Assistant Secretary Rowe made a motion to approve the Consent Agenda.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

- Reports/Informational Items

Chief's Report:

In addition to his written report, Chief Bodane updated the Board on the following items:

- The progress of the volunteer firefighter statue location preparations: rock base and statue should be installed within the next couple of weeks, weather permitting.
- T53 was delivered on January 8<sup>th</sup> from SVI. It was noted that there was an issue with the pump still not working correctly. Following completion of the repair, the wet down for T53 and the new E52 will be scheduled as weather permits.
- Dinners for the families the crews adopted for Christmas went very well. C Shift prepared and held the dinners for the families. President Morris thanked the crews for all that they did for the families.
- Brighton Police Department sent a letter to the District thanking the crews for cleaning up after an extremely bad incident. President Morris commended the crews for their actions and the excellent customer service they provided to the families following the incident.
- The reserve engine was sold for \$1.00 to the North Central Fire Protection District.

Division Chief – Fire Prevention Report:

Division Chief Krengel added the following to his written report:

- King Soopers – building is complete and contractor is in process of drying the building.
- Transwest project for building A should have building permit within a week. Building B is on hold pending additional required use information.

Division Chief – Technical Services Report:

There were no questions from the Board.

Division Chief – Operations:

Division Chief Schuppe added the following to his written report:

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- Received the mobile radios for attacks and tenders; they will be installed before the move-over date scheduled for February 10<sup>th</sup>. Will also be working with Adcom on reviewing the CAD System.

### Financial Report:

Rita Saunders added the following to her written report:

- District will receive \$9,500 from Adams County in delinquent tax funds in addition to the budgeted amount of \$4,000.
- District is doing better than year end revenue estimates.

### Attorneys' Report

Attorney Ferguson added to her written report a reminder that annual conflict of interest letters for 2014 are to be completed and submitted to the Secretary of State.

- Old Business

There was no old business brought before the Board.

- New Business

#### Revised Memorandum of Agreement for IT Services

It was noted that the original 2008 agreement included the start-up costs for the District's migration as well as the recurring costs for software licensing. Purpose of revising the agreement was to remove those costs from the MOU and have them provided separately each year.

MOTION: Assistant Secretary Rowe made a motion to approve the City of Brighton's Revised Memorandum of Agreement for IT Services.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

- Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 6:44 p.m., pursuant to C.R.S. §24-6-402 (4) (b), (e) and (f), to receive advice of legal counsel on matters subject to negotiations, and personnel matters. Attorney Ferguson certified for the record that the Executive Session will not be recorded, as it constitutes privileged attorney-client communications.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

MOTION: Treasurer Serafini made a motion to return to general session at 7:30 p.m.

SECOND: Secretary Riggi

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APPROVAL: Motion carried unanimously.

MOTION: Vice President Gerhardt made a motion to amend the compensation section of the Fire Chief's Employment Agreement, to provide the Fire Chief with the same percent raise as other District Chief Officers received, effective January 1, 2014.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

- Adjournment

MOTION: Treasurer Serafini made a motion to adjourn at 7:32 p.m.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 7:32 p.m.

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Arlin Riggi, Secretary

I hereby attest that the information communicated during the Executive Session, which was not recorded, constituted privileged attorney-client communications.

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Michelle Ferguson, Esq.

I hereby attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session, pursuant to C.R.S. §24-6-402 (4) (b), (e) and (f).

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Dean Morris, President