

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

August 14, 2013

1. Call to Order

Vice President Gerhardt called the meeting to order at 6:07 p.m.

2. Flag Salute

3. Presentations

Vice President Scott Gerhardt administered the Oath of Office to Don Rowe, who was appointed Director by the Board to fill the vacancy created by the resignation of Mike Benallo. Director Rowe will serve until the May 2014 election.

4. Roll Call

Present

Dean Morris, President (Absent and Excused)
Scott Gerhardt, Vice President
Frank Serafini, Treasurer
Arline Riggi, Secretary
Don Rowe, Assistant Secretary

There was a quorum of Directors, meeting continued with the slated agenda.

Also in Attendance

Mark A. Bodane, Fire Chief	Michelle Ferguson, District Legal Counsel
Kris Krengel, Division Chief-Fire Marshal	Gerard Lutz, Battalion Chief
Mike Schuppe, Division Chief - Operations	Carl Craigle, PVA
Rita Saunders, Finance Manager	Robert Baumgartner, Retired Firefighter
Carol Thompson, Administrative Assistant	

5. Call for Changes to the Agenda

MOTION: Treasurer Serafini made a motion to approve the agenda as presented.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

6. Public Comment

The City Manager thanked the Fire District Board, Staff and Crews for their assistance and help during the City's recent water contamination emergency. The City was very appreciative that staff and crews jumped in to help; they knew their responsibilities without having to be asked. He noted that it was a good test of the running of the Emergency Operations Center during an emergency.

7. Action Items

Consent Agenda

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

RECORD OF PROCEEDINGS

2. Approval of July 2013 accounts payable checks.
GF check numbers 24406 to 24472 and ACH Standard Insurance and American Family Life Assurance
HW check numbers 232 to 238 and
check numbers 1659 to 1664 and ACH Anthem, Standard Insurance, and on-going Flexible Spending Account
CD check numbers 26196 to 26196
Total June 2013 expenditures: \$583,707

3. Approval of July 10, 2013 Board Meeting Minutes.

MOTION: Treasurer Serafini made a motion to approve the Consent Agenda.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

8. Reports/Informational Items

Chief's Report:

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

- County Fair went well; Chief Schissler did a great job in organizing the staff and crews. The District was well represented each day.
- Chamber Golf Tournament was well attended and a good networking event.
- Bob Sakata Roast – Very well attended by approximately 200 people. Speakers talked about what Mr. Sakata has done for the community and what he has done for farming over the past 60 plus year legacy.
- City of Brighton's Market Day Event – District had a booth and passed out cookbooks.
- The EDC Dinner is scheduled for October 24th.
- On September 28th, the District and Firefighter Association will be participating in a "Tap the Fire Chief Ale" type event at Flood Stage Ale Works. IAFF has not come up with a name for the beer yet. District will be distributing cookbooks and will have a display.
- District also will be participating in Breast Cancer Month in October. Crews will wear pink t-shirts or ribbons.
- There will be a group participating in the Chili Cook Off in Denver.

Division Chief – Fire Marshal Report:

Division Chief Krengel added the following to his written report:

- Open houses will be scheduled for Saturday, October 19th. Chief Sheldon will be planning the event. There will be a morning session with breakfast being served. The afternoon session will be more of a lunch type menu. Each station will host one or the other.
- Chief Krengel introduced the After the Fire Program. Following a fire, residents will be provided with a fire recovery kit. Kit is a 28 quart sealed container that includes such items as coveralls, clean up materials, and personal items. The first kit was delivered to a tenant last week.

RECORD OF PROCEEDINGS

- Chief Bodane noted that job descriptions for the Fire Protection Engineer and Fire Inspector positions will be revised and presented to the Board for their review and discussion at the August 28 Study Session.

Division Chief – Technical Services Report:

Division Chief Schissler was on vacation. Director Riggi asked how often the drive tires are replaced on T51. Chief Bodane noted he thought that they were replaced every 18 months.

Division Chief – Operations:

Division Chief Schuppe added the following to his written report.

- Firefighter/Paramedic Austin Coleman will start on August 19th. He comes from Thompson Valley EMS. Firefighter/Paramedic Corey Carter is scheduled to start August 26th. The North Area Joint Fire Academy will begin on September 9th. Graduation is November 22nd.
- Auto extrication training is taking place at Vestas. Copart is donating the vehicles.

Financial Report:

Rita Saunders had nothing to add to her written report.

- a. Director Gerhardt inquired about the Weld County Ownership Tax error. Rita updated the Board on the cause and advised that the loss to the District was about \$8000.00.
- b. Director Gerhardt inquired about the Guaranty CD. It was renewed at rate of 1.2%

Attorneys' Report

In addition to her written report, Attorney Ferguson requested an Executive Session to discuss conversations legal counsel had with South Adams County's legal counsel regarding the Villages at Southgate property.

9. Old Business

Nothing to report.

10. Public Hearing – PFG Acquisition, LLC

MOTION: Vice President Gerhardt made a motion at 6:30 p.m. to open the public hearing for the Petition to Include Real Property (Village at Southgate) into the Fire District.

Attorney Ferguson gave a summary of the process and statutory requirements for inclusion of a property into, or exclusion of a property from, the District's boundaries and jurisdiction. It was noted that notice of the Public Hearing was duly published in the Brighton Blade. No comments were received in advance of the hearing. There were no members of the public in attendance to comment on the inclusion.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously

RECORD OF PROCEEDINGS

MOTION: Treasurer Serafini made a motion to close the public hearing at 6:32 p.m.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

11. New Business

Attorney Ferguson advised the Board that this inclusion is conditional, pending exclusion of the property by South Adams County Fire District, and that such language is set forth in the Certified Order and Resolution noting that.

a. Certified Order – Inclusion of Property (Village at Southgate)

MOTION: Secretary Riggi made a motion to approve the Certified Order of Inclusion of Real Property into the Greater Brighton Fire Protection District (Village at Southgate).

CERTIFIED ORDER - INCLUSION OF REAL PROPERTY INTO THE GREATER BRIGHTON FIRE PROTECTION DISTRICT

THIS MATTER comes before the Board of Directors ("Board") of the Greater Brighton Fire Protection District, d/b/a Brighton Fire Rescue District, ("District") upon the Petition of PFG Acquisitions, LLC ("Landowner"), which is the one hundred percent (100%) fee owner of certain real property more specifically identified in the Petition attached as Exhibit A ("Property"), for inclusion of the Property into the District's jurisdiction. (A copy of the Certified Order is attached to these minutes).

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

b. Resolution 2013-04 – Inclusion of Real Property into the Fire District

MOTION: Treasurer Serafini made a motion to approved Resolution 2013-04 – Inclusion of Real Property into the Greater Brighton Fire Protection District (Village at Southgate)

RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER BRIGHTON FIRE PROTECTION DISTRICT FOR INCLUSION OF REAL PROPERTY

THIS MATTER comes before the Board of Directors ("Board") of the Greater Brighton Fire Protection District, d/b/a Brighton Fire Rescue District, ("District") upon the Petition of PFG Acquisitions, LLC ("Landowner"), which is the one hundred percent (100%) fee owner of certain real property more specifically identified in the Petition attached as Exhibit A ("Property"), to include the Property into the District's jurisdiction pursuant to C.R.S. § 32-1-401 of the Special District Act. (A copy of the Resolution is attached to these minutes).

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

12. Executive Session

RECORD OF PROCEEDINGS

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 6:38 p.m., pursuant to C.R.S. §24-6-402 (4) (b), to Receive Advice of Legal Counsel. It was noted that there will be no Board action after the Executive Session.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

Attorney Ferguson certified for the record that the Executive Session will constitute a privileged attorney-client communication and will not be recorded.

MOTION: Treasurer Serafini made a motion to return to general session at 8:00 p.m.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

13. Adjournment

MOTION: Assistant Secretary Rowe made a motion to adjourn the meeting at 8:00 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 8:00p.m.

Arlin Riggi, Secretary

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

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).

Scott Gerhardt, Vice President