

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

December 11, 2013

- 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 Kregel, Fire Marshal
John Schissler, Division Chief – Tech Svc.
Mike Schuppe, Division Chief – Operations
Rita Saunders, Finance Manager
Gerard Lutz, Battalion Chief - Training

Corey Carter, Firefighter
Austin Coleman, Firefighter
Ken Maine, Firefighter
Justin Lauridson, Firefighter
Gary Dawson, Lieutenant
Robert Baumgartner, Retiree

Jeff Jacobucci, Retiree
Carl Craigle, PVMC
Tom Hillson, PVMC
Michelle Ferguson, Legal counsel

- Presentations

Chief Bodane and Division Chief Schuppe introduced Firefighter/Paramedics Austin Coleman and Corey Carter to the Board. Both expressed their appreciation to the Board. They completed the 11-week North Area Fire Career Academy at the end of November and started their shift work on December 9th. They presented to the Board a plaque with photos and thanked Battalion Chief Lutz for his time spent, not only with them but with all of the recruits. Refreshments were served following their presentation.

- Call for Changes to the Agenda

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

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

- Public Comment

President Morris welcomed those in attendance.

Ken Maine, President of the Local IAFF Chapter, thanked the Board and Chief Bodane for their efforts during the collective bargaining negotiation process. President Morris thanked Chief Staff, as well as Mr. Maine, for their cooperation and understanding during the negotiations.

- Action Items

RECORD OF PROCEEDINGS

a. Consent Agenda

1. Approval of Financial Report year-to-date ending October 31, 2013
2. Approval of November 2013 accounts payable checks
GF check numbers 24658 to 24732 and ACH Standard Insurance
HW check numbers 256 to 258 and
check numbers 1680 to 1680 and ACH Anthem, Standard Insurance, and on-going Flexible Spending Account
Total November 2013 expenditures: \$671,988
3. Approval of November 13, 2013 Board Meeting Minutes

MOTION: Vice President Gerhardt made a motion to approve the Consent Agenda.

SECOND: Treasurer Serafini

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:

- City personnel are reviewing a proposed AT&T cell tower site at Station 52. Chief Staff will keep the Board advised.
- Sale of the old reserve engine, as is, for \$1.00 to North Central Fire Protection District.

MOTION: Vice President Gerhardt made a motion to sell the Reserve Engine, as is, for \$1.00 to the North Central Fire Protection District.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

- Traditional wet down of new engine and truck will take place after both vehicles arrive. Board will be advised of date and time.
- Station 52 has been cleared of trees and bushes by the City of Brighton for the memorial statue location. It was noted that Phil Daily had made contact with Chief Bodane requesting that the District locate the statue at City Hall. The Board indicated that the decision on the statue location has already been determined, and that we should continue to move forward with the work at Station 2.

Division Chief – Fire Prevention Report:

Division Chief Krengel added the following to his written report:

- Started the foundation work on one of the buildings for Transwest.
- Approximately 80% of walls are up on the King Soopers located at 50th and Bridge.
- Ross Store structure is complete. Interior work is being done.

RECORD OF PROCEEDINGS

- Larry Allen is the new Deputy Fire Marshal. His first day was December 10th. His swearing in will occur at the January 8, 2014 Board Meeting.

Division Chief – Technical Services Report:

Division Chief Schissler added the following to his written report

- New Engine has arrived.
- Truck 53 should be in service sometime next week.
- The District will participate in the Denver Parade of Lights Saturday, December 7th. Statue will be in the parade behind the 1927. Statue should be installed at Station 52 sometime mid December.
- Spoke with AT&T regarding putting an additional Tower at Station 53.
- Station 51 kitchen remodel is complete. Board thanked all of those who participated in the remodel work.

Division Chief – Operations:

In addition to his written report; Division Chief Schuppe thanked Chief Lutz for his work during the academy.

Financial Report:

Finance Manager Saunders added the following to her written report:

- Auditors will be here on Friday, December 13 for pre-audit reconciliation.
- Getting ready for year-end. W-2's will be issued by January 31, 2014.

Attorneys' Report

In addition to her written report, Attorney Ferguson reported that the Daily case was settled out of court prior to the trial starting. She thanked the Staff for their cooperation during this process.

- Old Business

There was no old business brought before the Board.

- Public Hearing -2014 Annual Budget

President Morris opened the public hearing at 6:44 p.m. Attorney Ferguson noted that notice of the meeting was posted and published as required. There were no comments received by the public and no one came to the District office to review the budget prior to tonight's hearing. There was no comment from those in attendance. Public hearing was closed at 6:45 p.m.

- New Business

- a. Resolution 2013-05 Adopting 2014 Budget

MOTION: Treasurer Serafini made a motion to approve Resolution 2013-05 adopting the 2014 Budget.

A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING A

RECORD OF PROCEEDINGS

BUDGET FOR THE YEAR 2014, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2014 TO HELP DEFRAY THE COSTS OF GOVERNMENT, ESTABLISHING RESERVES AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE GREATER BRIGHTON FIRE PROTECTION DISTRICT, ADAMS AND WELD COUNTIES, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2014 AND ENDING ON THE LAST DAY OF DECEMBER 2014.

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

b. Fourth Amendment to Member Policy Manual

Chief Bodane and Attorney Ferguson outlined the provisions of the Fourth Amendment to the Member Policy Manual, a copy of which is included in the Board packet. Chief Bodane and Attorney Ferguson answered questions from the Board.

MOTION: Vice President Gerhardt made a motion to approve the Fourth Amendment to the Member Policy Manual as presented.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

c. Cancel December 25, 2013 Study Session

MOTION: Assistant Secretary Rowe made a motion to cancel the December 25th Study Session

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

d. Director Arlin Riggi thanked all of the Firefighters' and the District for doing a great job and another great year. Once again, the District is moving forward in a positive manner.

• Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 6:55 p.m., pursuant to C.R.S. §24-6-402 (4) (b) and (e), to receive advice of legal counsel and to discuss matters subject to negotiations. There will be no action taken following Executive Session. Attorney Ferguson certified for the record that the discussion was attorney-client communication and would not be recorded.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

MOTION: Assistant Secretary Rowe made a motion to return to general session at 8:40 p.m.

SECOND: President Morris

APPROVAL: Motion carried unanimously.

RECORD OF PROCEEDINGS

- Adjournment

MOTION: Assistant Secretary Rowe made a motion to adjourn the meeting at 8:40 p.m.

SECOND: President Morris

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 8:40 p.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) and (e).

Dean Morris, President