

MINUTES  
GREATER BRIGHTON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
5 FIREHOUSE ROAD, BRIGHTON, COLORADO 80601

**February 13, 2013**

1. Call to Order

President Morris called the meeting to order at 6:37 p.m.

2. Roll Call

Present

Dean Morris, President  
Scott Gerhardt, Vice President  
Frank Serafini, Treasurer  
Arlin Riggi, Secretary  
Mike Benallo, Assistant Secretary

Also in Attendance

Mark A. Bodane, Fire Chief		
Kris Krengel, Division Chief- Fire Marshal	Cynthia Martinez, Councilwoman	Travis Hahl, Firefighter
John Schissler, Division Chief- Tech Services	Carl Craigle, PVA	Jeff Jacobucci, Retired
Mike Schuppe, Division Chief - Operations	Thom Hillson, PVA	Ron Delvanthal, Retired
Rita Saunders, Finance Manager	Phil Beehler, Battalion Chief	
Carol Thompson, Administrative Assistant	Brian Olivas, Lieutenant	
Michelle Ferguson, District Legal Counsel	Chris Kennison, Engineer	

3. Presentations

Mr. Craigle demonstrated the new Platte Valley Ambulance power load lift assist system.

4. Call for Changes to the Agenda

“Action Item” was added as item 12- to follow Executive Session. Adjournment was moved to item 13.

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

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

5. Public Comment

Director Morris welcomed those in attendance. There were no public comments from the floor.

6. Action Items

Consent Agenda

1. Approval of Financial Report year-to-date ending December 31, 2012.
2. Approval of January 2013 accounts payable checks.  
GF check numbers 23972 to 24072 and ACH AFLAC and Standard Insurance

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CD check numbers 26186 to 26187 and ACH Suntrust

HW check numbers 1622 to 1629 and ACH Anthem and John Stevens; and on- going Flexible Spending Account and check numbers 206 to 209 and Flexible Reimbursement

Total January 2013 expenditures: \$651,654

3. Approval of January 9, 2013 Board Meeting Minutes.  
Approval of January 23, 2013 Special Meeting/Study Session Minutes

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

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

### 9. Reports/Informational Items

#### Chief's Report:

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

- United Power's retirement dinner for Rich Gonzales is scheduled for February 28<sup>th</sup>.
- Chief Bodane and Division Chief Schissler met with the Architect for the Station 52 remodel. Architect submitted his proposal not to exceed \$5100 for space design, concept plans, construction estimates as well as cost to the possible raising of two bays sometime in the future. The Board should have the plan for review at the March 13<sup>th</sup> meeting. If Board chooses to proceed, the District would still have time to apply for the Energy and Mineral Grant before the April 1<sup>st</sup> deadline. Board directed staff to move forward with the concept plans.

#### Division Chief – Fire Marshal Report:

In addition to his written report, Division Chief Krengel reported:

- Chief Bodane and he attended the Drought Management Advisory Committee meeting. The fracking company, Select Energy Services (SES) located on the Ritchie Bros. site, wants to use approximately 100,000 gallons per day of Brighton water for fracking purposes in various Weld County drill sites. It was noted that Brighton water cannot be used outside of the Brighton City limits. It was also noted that the City of Brighton will not sell water for fracking purposes. SES is discussing with the City of Brighton possible annexation into the city. If SES is not able to use the water for fracking, it may move its facility out of the Brighton area. Facility is being used as a maintenance and storage site for SES; it is unknown at this time how much money (taxes/fees) this company will actually generate for the City or the Fire District.

#### Division Chief – Technical Services Report:

In addition to his written report, Division Chief Schissler reported:

- District took second place in the Parade of Lights.
- District is selling the old crew cab. The snow plow will be moved to the 2000 Ford. Sealed bids are due Friday, March 8<sup>th</sup>.

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- As part of the volunteer recruiting process, District will be looking at current applications for any “fast trackers” that may still be interested in joining the volunteer ranks.

### Division Chief – Operations:

Division Chief Mike Schuppe added to his written report:

- Lieutenant assessments have been completed. Six candidates applied for the two open positions. Results will be presented to Chief Bodane sometime next week. Formal results will be in next month’s report.
- Director Gerhardt inquired about the number and type of automatic aid calls in the Todd Creek area. It was noted that Brighton responds to all of the medical calls. Thornton will respond to the structure fires. It was noted that the auto aid agreement with Thornton expires December 31, 2018.
- Mutual aid between South Adams Fire District and Brighton Fire District is going well. Brighton is being added to South Adams Fire District’s run cards. District is considering some training with South Adams personnel at their training facility.

### Financial Report:

Rita Saunders added to her written report:

- Longevity pay will be deposited February 14, 2013.
- Reviewed the Fund Balance Summary and the Fund Balance Policy with the Board.
- Audit is scheduled for February 14<sup>th</sup> and 15<sup>th</sup>.

### Attorneys' Report

Attorney Ferguson added to her written report:

- Reviewed the Retainer Analysis Report and the financial benefit the District receives through the retainer.
- Updated the Board on a couple of legislative matters that could affect the Fire District, i.e., mandatory collective bargaining for firefighters and the question of whether a property owner can be required to be included into a Fire District as a result of a City annexation.

## 10. Old Business

### Recommendation for Fire Engine Purchase

Earlier this year, the Board requested that Chief Bodane and Division Chief Schissler re-evaluate the three manufacturers that offer the Spartan cab. Meetings were set up with Spartan ERV and Boise Mobile Equipment. Smeal sent a letter stating that it will not continue in the selection process. Following a factory site check to Boise Mobile Equipment and a review of all costs, Division Chief Schissler and the apparatus committee recommended the purchase of the new pumper with the extended cab from Boise Mobile Equipment for \$486,182.00.

MOTION: Treasurer Serafini made a motion to approve the purchase of new fire engine from Boise Mobile Equipment in the amount of \$486,182.00.

SECOND: Secretary Riggi

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APPROVAL: Motion carried unanimously.

### 11. Public Hearing – Proposed 2012 Supplemental Budget

MOTION: Treasurer Serafini made a motion to open hearing at 7:24p.m.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion to open the public hearing carried unanimously

Legal Counsel noted that notice of the public hearing was properly published. Chief Staff reported that there were no public comments received or requests to review the documents prior to the meeting.

The specific reasons for a supplemental budget for Capital Development Fund were the awarding of grants and the associated unanticipated equipment purchases in 2012.

There were no public comments and public hearing was closed at 7:26 p.m.

### 12. New Business

#### A. Approval of Resolution 2013-01 – Capital Development Supplemental Budget

MOTION: Vice President Gerhardt made a motion to approve resolution 2013-01 - Capital Development Supplemental Budget

***A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET REGARDING THE APPROPRIATION OF \$135,000 TO AND EXPENDING SAID FUNDS FROM THE CAPITAL DEVELOPMENT FUND FOR PURCHASES OF BUILDING IMPROVEMENTS, FIREFIGHTING EQUIPMENT AND APPARATUS UPGRADES OF THE GREATER BRIGHTON FIRE PROTECTION DISTRICT, ADAMS AND WELD COUNTIES, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2012 AND ENDING ON THE LAST DAY OF DECEMBER, 2012, INCREASING TOTAL APPROPRIATIONS AND EXPENDITURES FROM \$697,594 TO \$832,594.***

SECOND: Treasurer Serafini

MOTION: Motion carried unanimously.

#### B. First Amendment to Fire Chief's Employment Agreement

MOTION: Vice President Gerhardt made a motion to approve the First Amendment to the Fire Chief's Employment Agreement, modifying the 2013 the Employment Agreement to incorporate a vehicle allowance, with an effective date of March 1, 2013.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

### 13. Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 7:30 p.m., pursuant to C.R.S. §24-6-402 (4)(b) and (f), to Receive Advice of Legal Counsel and to Discuss Personnel Matters. Attorney Ferguson noted for the record that the Executive Session will constitute attorney-client communication and will not be recorded.

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SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

MOTION: Treasurer Serafini made a motion to return to general session at 9:15 p.m.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

### 14. Action Item

MOTION: Assistant Secretary Benallo made a motion to replace Mike Benallo with Dean Morris on the Personnel Committee. Personnel Committee members will be Dean Morris and Frank Serafini.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

MOTION: Vice President Gerhardt made a motion to authorize the Personnel Committee and Legal Counsel to engage in negotiations to address a personnel matter and disclose information discussed in Executive Session as necessary for such negotiations.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

### 15. Adjournment

MOTION: Assistant Secretary Benallo made a motion to adjourn the meeting at 9:18 p.m.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 9:18p.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.

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I hereby attest that the first 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 (f).

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Dean Morris, President