

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

February 8, 2012

1. Call to Order

President Gerhardt called the meeting to order at 6:46 p.m.

2. Roll Call

Present

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

Also in Attendance

Mark A. Bodane, Fire Chief	Gerard Lutz, Battalion Chief-Training
Michelle Ferguson, Legal Counsel	Mike Prill, Lieutenant
John Schissler, Division Chief- Tech Services	John Stevens, Engineer
Michael Schuppe, Division Chief - Operations	Matthew Joslin, Firefighter
Carol Thompson, Administrative Assistant	Jeff Jacobucci, Retired Firefighter
Carl Craigle, PVA	Ron Delvanthal, Retired Firefighter
Tom Hillson, PVA	

3. Presentations

None.

4. Call for Changes to the Agenda

Executive Session pursuant to C.R.S. § 24-6-402 (4) (f), to discuss personnel matters, was added to the agenda as item number 11. Adjournment was moved to item number 12.

MOTION: Treasurer Serafini made a motion to approve the agenda with changes.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

5. Public Comment

None.

6. Action Items

A. Consent Agenda

1. Approval of Financial Report dated December 31, 2011

2. Approval of January 2012 accounts payable checks

GF check numbers 23089 to 23147 and
CD check numbers 26130 to 26133 and
HW check numbers 1526 to 1538 and
check numbers 158 to 162 Medical Reimbursement
and ACH CIGNA and on-going Flexible Spending Account

Total January 2012 expenditures: \$659,051

3. Approval of January 11, 2012 Board Minutes
Approval of January 25, 2012 Study Session Minutes

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

SECOND: Secretary Morris

APPROVAL: Motion carried unanimously.

RECORD OF PROCEEDINGS

7. Other Action Items

None.

8. Reports/Informational Items

City Liaison Report:

It was noted that City Council Member Cynthia Martinez would serve as the new liaison.

Platte Valley Medical Center Report:

Carl Craige presented his monthly report. He noted that the Fire District and Ambulance Service employees recently completed the annual BLS skill competencies. Mr. Craige also noted the following;

- Completed 1st quarter CPR/First Aid Class.
- Geared up for Stroke Alert Program at PVMC.
- Seeking EMS Grant for power stretchers, etc.
- Moving into phase II of the Community Resource Medic concept.

The 2012 Goals and Objectives report was also presented to the Board.

President Gerhardt thanked PVA and Brighton Fire for providing assistance to him recently.

Chief's Report:

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

- Received notification that District was awarded an AFG Grant.
- Thanked Division Chief Schuppe and the crews for a job well done during the various structure fires, incidents and investigations that occurred during the week of February 6th.
- The SAFER two-year grant was funded 100%.
- Call for Nominations Notice for the May 8th Board Election will be published February 15th. Nomination forms will be available until March 2.
- The annual Brighton Economic Development Corporation dinner will be held March 16th at the Waymire Dome.

Division Chief – Fire Marshal Report:

Nothing to add to written report.

Division Chief – Technical Services Report:

Division Chief Schissler added the following to his written report:

- District recently received two grants: one will fund the Exhaust System for Station 52 and the other will fund the Sprinkler System for Station 51.
- Installation of the new door security locks at each station is now complete. It was noted that the maintenance shop still needs cameras installed.

Division Chief – Operations:

In addition to his written report Chief Schuppe thanked the crews for an excellent job covering structure fires, incidents and investigations during the week of February 6th. Three firefighters received minor injuries; one will be on light duty assignment for approximately two weeks.

Financial Report:

Accountant Rita Saunders highlighted the following items:

- District received a \$52,000 SCBA Compressor Grant.
- The annual audit has been completed.
- Lemke, Feis also audited the grants the District has received; the firm thanked the District for having complete and well-documented accounting of all grants received.
- A Capital Development Supplemental Budget will be presented to the Board at the March 14th general meeting.

RECORD OF PROCEEDINGS

Attorneys' Report

In addition to the monthly report Attorney Michelle Ferguson presented the 2011 Retainer Fee Analysis.

9. Old Business

Nothing to report.

10. New Business

Sales Tax Urban Renewal Area.

Fire Chief Mark Bodane presented for Board review a letter from the Brighton Urban Renewal Authority requesting the District's consent to and adoption of the Southeast Brighton Regional Plan that includes and authorizes the use of municipal sales tax increment revenue, **but not property tax increment revenue otherwise payable to taxing bodies**, to pay for public infrastructure that benefits the region.

MOTION: Secretary Morris made the following motion - In light of the request from the Brighton Urban Renewal Authority and City of Brighton, and based upon the representations in their January 18, 2012 letter to the Fire District which states that the Fire District's mill levy and resulting property tax revenue will **not** be affected by such action, I move that the Fire District consent to the new urban renewal plan area.

SECOND: President Gerhardt

APPROVAL: Motion carried unanimously.

11. Executive Session

MOTION: Treasurer Serafini made a motion to enter into Executive Session, pursuant to C.R.S. § 24-6-402 (4)(f), to discuss personnel matters, at 7:22 p.m. It was noted that there would be no Board action taken following the Executive Session.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

MOTION: Treasurer Serafini made a motion to return to general session at 8:04 p.m.

SECOND: Secretary Morris

APPROVAL: Motion carried unanimously.

12. Adjournment

MOTION: Secretary Morris made a motion to adjourn the meeting at 8:04 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 8:04 p.m.

Dean Morris, Secretary

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)(f).

Scott Gerhardt, President