

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

**August 10, 2016**

A. Call to Order

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

B. Roll Call

Present

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

Also in Attendance

Mark Bodane, Fire Chief	Chris Woolley, Battalion Chief	Lynn Baca, City Councilwoman
Mike Schuppe, Deputy Fire Chief	John Blunt, Captain	Robert Baumgartner, Retiree
Michelle Ferguson, Legal Counsel	Justin Lauridson, Engineer	Ron Delventhal, Retiree
Natalie Ridderbos, PIO	Clint Mader, Firefighter	
Carol Thompson, Admin. Assistant	Bill Bennett, Engineer	

C. Presentations

1. Technical Rescue Team Training Recap

Captain John Blunt gave a slide presentation on the technical rescue team training that took place in July. Captain Blunt highlighted the confined space rescue training using the skills and techniques that the firefighters learned during last year's training and using the new confined space high anchor tripod and access rigging system. Captain Blunt thanked Firefighter Guyer and Engineer Kevin Carson for coordinating the training.

2. Safety Expo

Public Educator Dawn Blunt gave a slide presentation and review of the 2016 Safety Expo which took place on May 30<sup>th</sup>. There were some layout changes made which improved the event flow and function. Public Educator Blunt showed the Board images of a stove prop that is used to show a kitchen fire oil ignition, a high angle rescue, the Adams County Sheriff K9 Unit showing a takedown demonstration by their dogs, and the black hawk helicopter. Tommy's Dogs was the only food vendor at the expo and was well received. The Safety Expo was a great success. Chief Bodane thanked Public Educator Blunt for coordinating this year's event.

D. 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.

## RECORD OF PROCEEDINGS

---

---

### E. Public Comment

No public comment.

### F. Action Items

#### Consent Agenda

1. Approval of Financial Report year-to-date ending June 30, 2016
2. Approval of July 2016 accounts payable checks:  
GF check numbers 26913 to 30060 and ACH Bank Transactions  
  
CD check numbers 20000 to 26395  
  
Total July 2016 expenditures: \$764,774
3. Approval of July 13, 2016 Board Meeting Minutes  
Approval of July 27, 2016 Board Meeting Minutes

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

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

### G. Reports/Informational Items

#### Chief's Report:

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

1. Chief Bodane, a Vestas representative, the City Manager, and staff met regarding the District's Fire Station location. Corporate representative from Denmark will be in Brighton next week and Chief Bodane will meet with him on Thursday, August 18<sup>th</sup> regarding the Vestas property donation.
2. Chief Bodane attended a fundraising event for Rick Kullerstrand, a Brighton Police Officer who was diagnosed with MS. Officer Kullerstrand continued working the IT Division when he could no longer be posted on active duty and remained with the unit until he was unable to work. Fundraising was held at Prost Brewery in Denver. For the silent auction District donated a dinner at the Firehouse. Item sold for \$250 to police officers and records clerks. The dinner will take place on September 2<sup>nd</sup> at Station 55. The event raised a total of \$5,000 to go towards Rick's medical expenses. Another event, a 5K run, will be held on August 28<sup>th</sup>.
3. Moving forward with the Thornton Dispatch Center to receive calls for the new high school.
4. Chief Bodane thanked Deputy Chief Schuppe and Battalion Chief Woolley for coordinating the Adams County Fair Event. Director Gerhardt thanked the District for the Fair tickets. It was noted that attendance at the Fair was lower this year than in years past.
5. The Adams County Sheriff's Department will be acquiring the MCCU unit.
6. Staff is waiting on the concept plan for the vehicle maintenance facility.

#### Fire Prevention

There was nothing new to add to the written report.

## RECORD OF PROCEEDINGS

---

---

### Deputy Fire Chief:

Deputy Chief Schuppe added the following updates:

1. There will be some changes to the monthly report. In future reports, "Incidents by Fire Station" will show activity by month. Mutual Aid/Auto Aid is now broken down to show agency service.
2. Warning siren installations at Stations 54 and 55 have begun. The project should be done by the end of August.
3. Concrete work at Station 55 will start next week.
4. Deputy Chief Schuppe and Battalion Chief Sheldon attended the ImageTrend Conference. There is still a lot of work to do regarding the transition to the new software. Staff is currently working on the CAD process and MDT buildout for the new program.
5. The District responded to 48 fires in July. 30 of those were related to weed and grass fires.

### Financial Report:

Rita Saunders, Finance Manager was out of town. In addition to her written report, Chief Bodane updated the Board on the following items:

1. The transition from Guaranty Bank to Centennial Bank and Trust is nearly complete. Centennial Bank security system is much more extensive than what the District had with Guaranty Bank.
2. The one year certificate that matures this week will not be renewed. The District receives a better interest rate through Colotrust and CSafe.
3. Chief Bodane noted that with the building of the new station, Finance Manager Saunders has created several detailed files and processes to track the reimbursement transactions coming through the construction loan, the DOLA Grant, or both. Each payout is a 50/50 split between loan funds and grant funds, until the grant funds have been fully dispersed.

### Public Information Officer

Public Information Officer Natalie Ridderbos showed photos and updated the Board on recent events.

1. 4<sup>th</sup> of July – at Carmichael Park was a success. The District had a presence and activities for the citizens.
2. City BBQ – District had a presence with the ladder truck, fire extinguisher demonstration and the stand in posters for people to take pictures in. The event was a great success.
3. Blood Drive – Held on July 29<sup>th</sup> at Station 55. The event was the 1<sup>st</sup> Brighton Fire blood drive which was coordinated by Firefighter/Paramedic Herbie Roberts. The blood drive benefits The Children's Hospital. The District is planning on repeating the event every six months.

### Attorneys' Report:

Attorney Michelle Ferguson asked if there were questions regarding her written report. In addition to her report, she commented on:

1. Platte Valley Medical Center accepted all of the proposed changes to the Second Amendment to the Platte Valley Medical Center Agreement.
2. Frank Haug, Assistant Weld County Attorney will meet with the Weld County Commissioners on August 22<sup>nd</sup> regarding the Fire Code issue.

### City of Brighton Liaison Report:

## RECORD OF PROCEEDINGS

---

---

Councilwoman Lynn Baca updated the Board on the following items related to the City of Brighton:

1. Congratulated the District on the new Station 52 ground breaking.
2. Southern Street and Tower Road improvements opened over the weekend.
3. Councilwomen Baca and Kniss are concerned regarding the speeding on Tower and Southern. The intersection will not have a four way stop. Brighton Police will be out to enforce the posted speed.
4. The design and stripping of the intersection alignment at Tower and Southern is of some concern.
5. On August 9<sup>th</sup> the City held a telephone town hall meeting. The event was very well received. It was noted that the City really needs to keep the citizens aware of what is up and coming.
6. The City's investigation into the South Main Street development continues.
7. Thanked Chief Bodane for his attendance and the Districts dinner donation at the Prost Brewery fundraiser for Rick Kullerstrand.
8. FOP (Fraternal Order of Police) presented a city-wide retiree health benefits proposal to the City Council.
9. City staff has not responded to Councilwoman Baca regarding the weeds in the drainage ditch south of Palizzi Farms.

### H. Old Business

#### 1. Station 52 Update

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

- a. Construction has begun. The foundation is being poured in sections.
- b. The sewer issue has been addressed and the sewer system is being installed.
- c. The City is in the process of locating the water main near Bridge Street and Tower and to see if there is a tee for connection. If there is not a tee, District will need to pay to have one installed.
- d. Staff is working on the bids for the low voltage, alerting system and security systems. Recommendations will be brought before the Board for approval at the September 14<sup>th</sup> meeting.
- e. Staff reached out to Colombo LLC-DePaul Real Estate, and Brookfield Development to get a ten-foot utility easement to extend to the water tower property so the District can install fiber conduit. The parties agreed to grant the District an easement. A City contractor will lay the conduit. The Easement Agreement will come before the Board for ratification in September or October.
- f. A cemetery headstone was found on our site. It was determined that the headstone was in the dirt that was delivered to the site. Brighton Police Department is investigating as to where the headstone may have come from.

### I. New Business

#### 1. Approval of Bid Alternate 5 from Dohn Construction

Chief Bodane noted that as part of the bid package, the District specified 8 holes and piping for the geothermal ground loop system and requested an alternate price for 6 additional holes and piping in the event it was needed. Following a thermal conductivity test and it was determined that additional bore holes would be needed. The engineer recommended that 14 holes would provide a sufficient safety factor for building comfort. Chief Bodane recommended that the District accept Dohn Construction's Bid Alternate 5 for 6 additional geothermal bores in the amount of \$34,340.

MOTION: Assistant Secretary Rowe made a motion that the Board approve the Dohn Construction Bid Alternate 5.

## RECORD OF PROCEEDINGS

---

---

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

2. Second Amendment to Platte Valley Medical Center Agreement

Chief Bodane updated the board regarding this second amendment to the PVMC agreement to allow the Fire District to upgrade Stations 51 and 52 to advanced life support-paramedic capabilities. This amendment is the result of PVMC's ambulance service not maintaining an 8 minute 90% response time in 2015 as required by the agreement. This amendment would allow the District's upgrade to occur without restriction.

MOTION: Assistant Secretary Rowe made a motion that the Board approve the Second Amendment to Platte Valley Medical Center Agreement

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

- J. Executive Session pursuant to C.R.S. §§ 24-6-402 (b), (e) and (f) to Receive Advice of Legal Counsel on Personnel Matters and Potential Litigation. No business will be conducted following the Executive Session.

MOTION: Vice President Gerhardt made a motion to enter into Executive Session at 7:01 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously

Attorney Ferguson stated for the record that the Executive Session constitutes privileged attorney-client communications and will not be recorded.

MOTION: Vice President Gerhardt made a motion to return to general meeting at 7:48 p.m.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously

- K. Adjournment

MOTION: Vice President Gerhardt made a motion at 7:48 p.m. to adjourn the meeting.

SECOND: Assistant Secretary Rowe

APPROVAL: Motion carried unanimously.

President Morris adjourned the meeting at 7:48 p.m.

---

Arlin Riggi, Secretary

## RECORD OF PROCEEDINGS

---

---

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

\_\_\_\_\_  
Michelle B. Ferguson, Esq.

I hereby attest that the Executive Session was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. §24-6-402(4)(b),(e) and (f).

\_\_\_\_\_  
Dean Morris, President