

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

**January 9, 2013**

1. Call to Order

President Morris called the meeting to order at 6:00 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	Tim Thompson, Fire Inspector	Scott Kinne, Engineer
Kris Krengel, Division Chief- Fire Marshal	Carl Craigle, PVA	Colin Brunt, Firefighter
John Schissler, Division Chief- Tech Services	Thom Hillson, PVA	Mario Molinaro, Firefighter
Mike Schuppe, Division Chief - Operations	Phil Beehler, Battalion Chief	Ken Maine, Firefighter
Rita Saunders, Finance Manager	Christ Woolley, Battalion Chief	Chris Signer, Firefighter
Carol Thompson, Administrative Assistant	Gerard Lutz, Battalion Chief	Robert Baumgartner, Retired
Michelle Ferguson, District Legal Counsel	Chris Forbes, Lieutenant	Tim Thompson, Jr
Cynthia Martinez, Brighton Councilwoman	Chris Edwards, Lieutenant	Cindra Thompson
Dan Biro, Fire Engineer	Chris Elliott, Engineer	

3. Presentations

Fire Marshall Krengel introduced Tim Thompson to the Board. President Morris delivered the oath of office and swore in Mr. Thompson as the District's new Fire Inspector. Tim was badged by his son Tim Jr. and was congratulated by the Board and guests in attendance. The meeting was temporarily adjourned and refreshments were served following the presentation.

4. Call for Changes to the Agenda

Lemke Feis & Co., Inc's 2013 proposed annual audit service contract was added as item 10b under New Business.

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 and recognized City Councilwoman Cynthia Martinez and Carl Craigle from Platte Valley Ambulance. There were no public comments from the floor.

6. Action Items

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### Consent Agenda

1. Approval of Financial Report year-to-date ending November 30, 2012.
2. Approval of December 2012 accounts payable checks.  
GF check numbers 23863 to 23971 and ACH AFLAC  
CD check numbers 26182 to 26185  
HW check numbers 1611 to 1621 and on- going Flexible Spending Account and  
check numbers 203 to 205  
Total December 2012 expenditures: \$638,921
3. Approval of December 12, 2012 Board Meeting 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:

- Provided the Board with copies of a recent news article in the online edition of the Greeley Tribune, highlighting the ambulance service issues in Weld County. Weld County Commissioners will be revising their Ambulance Service Licensing Ordinance, apparently in an attempt to control who operates ambulances within Weld County. It follows action taken by the Windsor Severance and Johnstown Milliken Districts to contract with a different hospital to provide better ambulance service than that currently provided by Banner Health. The Ordinance requires consideration of efficiency, effectiveness, and whether the service rendered is coordinated within the whole county, in making licensing decisions. It also includes addresses "call jumping" - a service provider responding in an area where the county is already providing service.

Chief Bodane summarized for the Board his recent meeting with the Weld County Commissioners and the Weld County Fire Chiefs regarding their concerns regarding matters that would affect their Districts. Questions were raised regarding the Mutual Aid Agreement between Platte Valley Ambulance and Weld County: As Weld is now providing ambulance services, is the mutual aid agreement still valid?; if Platte Valley responds would it be considered call jumping? Chief Bodane reported that Weld County also adopted an ordinance regarding dispatching; it states that only Banner Health would be dispatched to ambulance calls within the Weld County service area.

Chief Bodane stated that it is still not clear what the final changes to the Ambulance Licensing process will be and how they will impact the Fire Districts servicing Weld County. It was noted that the commissioners do not want to be in the ambulance service business, but that they would like an oversight group to evaluate the ambulance service in general and possibly have the Fire Chiefs as the controlling factor. Chief Bodane will keep the Board updated on the continuing discussions surrounding these issues.

- Reminded the Board that the State of the City Address is scheduled for January 24<sup>th</sup>.
- Passed on Fort Lupton's thanks for the District's assistance in responding to calls for the past two weeks.

#### Division Chief – Fire Marshal Report:

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

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- Libretto Apartments started construction on January 8<sup>th</sup>.
- The proposed Southgate project is in an area (South of 120<sup>th</sup> Avenue and West of Sable) of the Fuller Estates subdivision that is not in the District, though it is within the Brighton City limits. The contractor will be required to exclude that area from the South Adams County Fire District and into the Greater Brighton Fire Protection District. The current proposal is for 470 new dwelling units - 320 multi-family units and 150 single family units. There are also plans for development of approximately 12.75 acres south of 120<sup>th</sup> for commercial retail use.

### Division Chief – Technical Services Report:

In addition to his written report, Division Chief Schissler reported that there has been strong response to the new engine re-bid packets that were sent to vendors. Bids are due on January 14<sup>th</sup> at 1:00p.m. Information regarding the bids will be presented to the Board at the January 23<sup>rd</sup> Study Session.

### Division Chief – Operations:

Division Chief Mike Schuppe had nothing to add to his written report.

### Financial Report:

In addition to her written report, Rita Saunders noted:

- W-2's will be available starting next week.
- The new 2013 federal tax rates require a 2% increase in the social security amount deducted from three administrative members' pay. It does not affect those who belong to FPPA.
- Five or six members will receive checks through the sick time incentive program.

### Attorneys' Report

In addition to her written report, Attorney Ferguson noted since it is a new year, any new conflicts of interest need to be reported to the Colorado Secretary of State. She also stated that she will review the Weld County ambulance issues and advise the Board of her findings and new developments. She has other matters to discuss with the Board in Executive Session.

## 10. Old Business

None

## 11. Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 6:36 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. Action will be taken following the Executive Session. Attorney Ferguson noted for the record that the Executive Session will constitute attorney-client communication and will not be recorded.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

MOTION: Vice President Gerhardt made a motion to return to general session at 7:09 p.m.

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SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

### 12. New Business

#### A. Fire Chief Employment Agreement

MOTION: Vice President Gerhardt made a motion to approve an Employment Agreement for the Fire Chief with a three-year term, effective March 10, 2013 through March 10, 2016, and a change to the amount of vacation time. Once it receives additional information, the Board may also consider the possibility of a vehicle reimbursement as part of the Employment Agreement.

SECOND: Secretary Riggi

APPROVAL: Motion carried unanimously.

#### B. Lemke Feis 2013 Service Proposal

MOTION: Vice President Gerhardt made a motion to approve the 2013 Lemke Feis Audit Service Agreement, including increases over last year's fees of \$375 for the General Fund and \$50 for the Pension Fund.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

### 13. Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 7:14 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. No further action will be taken after the Executive Session. Attorney Ferguson noted for the record that the Executive Session will constitute attorney-client communication and will not be recorded.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

MOTION: Assistant Secretary Benallo made a motion to return to general session at 8:42 p.m.

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

### 14. Adjournment

MOTION: Vice President Gerhardt made a motion to adjourn the meeting at 8:42 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 8:42 p.m.

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Arlin Riggi, Secretary

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

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Michelle Ferguson, Esq.

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

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

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Michelle Ferguson, Esq.

I hereby attest that the second 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