

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

March 14, 2012

1. Call to Order

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

2. Roll Call

Present

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

Also in Attendance

Mark A. Bodane, Fire Chief	Gerard Lutz, Battalion Chief-Training
Kris Krengel, Division Chief- Fire Marshal	Carl Craigle, PVA
John Schissler, Division Chief- Tech Services	Cynthia Martinez, City Councilwoman
Michael Schuppe, Division Chief - Operations	Robin Wilson, Board Candidate
Rita Saunders, Accountant	Ron Delvanthal, Retired Firefighter
Carol Thompson, Administrative Assistant	Robert Baumgartner, Retired Firefighter

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 12. Adjournment was moved to item number 13.

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

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

5. Public Comment

- City Council Member Cynthia Martinez, the new City liaison, was introduced to the Board.
- Robin Wilson, a candidate for the Board, was introduced.

6. Action Items

A. Consent Agenda

1. Approval of Financial Report dated January 31, 2012
2. Approval of February 2012 accounts payable checks
GF check numbers 23148 to 23209 and
CD check numbers 26134 to 26135 and
HW check numbers 1539 to 1547 and
check numbers 163 to 164 Medical Reimbursement
and ACH CIGNA and on-going Flexible Spending Account
Total February 2012 expenditures: \$439,714

3. Approval of February 8, 2012 Board Minutes

Correction to the February 8, 2012 minutes to reflect that meeting was called to order by President Gerhardt.

Approval of February 22, 2012 Study Session Minutes

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

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SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

7. Other Action Items

None.

8. Reports/Informational Items

City Liaison Report:

None.

Platte Valley Medical Center Report:

Carl Craige presented his monthly report, noting the following:

- Fire District and Ambulance Service employees participated in Trauma Triage and Assessment updates.
- PVA has responded to 934 calls as of the end of February. a slight increase over this time last year.
- PVA is updating lettering and reflective striping for all ambulances.
- Assisted with CHIP Grant for AEDS in all Brighton 27J School District schools.
- Established an AED inspection program in Brighton 27J School District.
- Attended the Colorado Emergency Management Conference – topics included Emergency Operation Center design and methodology.
- One ambulance remains to be refurbished.

Chief's Report:

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

- He will be on vacation starting March 24, 2012.
- Requested that the March 28, 2012 Study Session be cancelled.

MOTION: Assistant Secretary Benallo made a motion to cancel the March 28, 2012 Study Session.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

Division Chief – Fire Marshal Report:

Division Chief Kregel added the following to his written report:

- He and Division Chief Schuppe attended the Accreditation Conference the week of March 5th. He reported that it was a great conference and noted that there are currently five Fire Districts within Colorado who have received their accreditation.
- Plans have been submitted for construction of a Candlewood Suites hotel next to the Holiday Inn Express.

Division Chief – Technical Services Report:

Division Chief Schissler added the following to his written report:

- Attack 52 is being painted and the skid unit should arrive in about 3-6 weeks.
- A three-day truck check training has been completed.

Division Chief – Operations:

In addition to his written report, Chief Schuppe noted that February was a very active and stressful fire month.

The Tech Rescue training that took place near the Platte River was successful. It was noted that the North Area Tech Rescue team held a three-day training this month, at the old Amalgamated Sugar Company facility.

Financial Report:

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Accountant Rita Saunders highlighted the following items:

- District received the annual revenue funds of \$1.6 million.
- Pinnacol Assurance performed the annual audit. \$175 is to be returned for over-payment of premiums.

Attorneys' Report

Attorney Ferguson was excused from the meeting due to illness. Her written attorneys' report was included in the Board packet.

9. Old Business

Nothing to report.

10. Public Hearing

President Gerhardt opened the Public Hearing on the 2011 Supplemental Budget at 6:25 p.m.

Chief Bodane noted that the Supplemental Budget was needed due to the Grants the District received during 2011 that were not anticipated when the budget was being developed in 2010.

Noting that the Hearing was duly published and there had been no public response or input, President Gerhardt closed the public hearing at 6:28 p.m.

11. New Business

a. Resolution 2012-02 – 2011 Capital Development Fund Supplemental Budget Approval

Following no response or input during the Public Hearing, President Gerhardt read Resolution 2012-02 into the record: ***A RESOLUTION APPROPRIATING \$114,750 TO, AND EXPENDING SAID FUNDS FROM, THE CAPITAL DEVELOPMENT FUND FOR PURCHASES OF BUILDING IMPROVEMENTS AND FIREFIGHTING EQUIPMENT OF THE GREATER BRIGHTON FIRE PROTECTION DISTRICT, ADAMS AND WELD COUNTIES, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2011 AND ENDING ON THE LAST DAY OF DECEMBER, 2011, INCREASING TOTAL APPROPRIATIONS AND EXPENDITURES FROM \$934,476 TO \$1,049, 226..***

MOTION: Treasurer Serafini moved to approve Resolution 2012-02 – 2011 Capital Development Fund Supplemental Budget - as presented.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

b. Purchase of Battalion Chief Vehicle

Division Chief John Schissler reviewed with the Board all bids and presented a recommendation for the replacement Battalion Chief vehicle.

MOTION: Treasurer Serafini moved to approve the purchase of a 2012 Chevy Tahoe from Dellenbach Motors in the amount of \$34,410.00.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

12. 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 6:36 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 7:05 p.m.

SECOND: Assistant Secretary Benallo

APPROVAL: Motion carried unanimously.

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Adjournment

MOTION: Assistant Secretary Benallo made a motion to adjourn the meeting at 7:06 p.m.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 7:06 p.m.

Mike Benallo, Assistant 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