

MINUTES  
GREATER BRIGHTON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
500 S. 4<sup>th</sup> Avenue, BRIGHTON, COLORADO 80601

**May 8, 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 (absent – received notice of intent to resign)

Also in Attendance

Mark A. Bodane, Fire Chief	Gerard Lutz, Battalion Chief	Jeff Jacobucci, Retired Firefighter
Kris Krengel, Division Chief- Fire Marshal	Carl Craige, PVA	Ed Doty, Retired Firefighter
Mike Schuppe, Division Chief - Operations	Thom Hillson, PVA	Don Rowe, Citizen
Rita Saunders, Finance Manager	Phil Beehler, Battalion Chief	
Carol Thompson, Administrative Assistant	Kevin Carson, Engineer	
Michelle Ferguson, District Legal Counsel	Ken Maine, Firefighter	
Stephanie Hackett, Emergency Management	Aaron Schissler, Firefighter	

3. Presentations

- Stephanie Hackett, Emergency Management Coordinator, presented the City of Brighton's Emergency Operations Base Plan that was passed by Brighton City Council on April 2, 2013.
- Retired Firefighter Ed Doty presented to the Board a photo of a firefighter statue that the retired volunteer firefighters are considering purchasing for the memorial at a cost of approximately \$20,000. As part of the fundraising needed to pay for the statue, Retired Firefighter Doty asked the Board to consider a District donation of \$5,000. The Board will take this request under consideration if Brighton City Council approves the project and commitment of funds.

4. Call for Changes to the Agenda

Chief Bodane requested adding the refurbishment of Truck 53 to the agenda under New Business.

MOTION: Secretary Riggi made a motion to approve the agenda with changes noted.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

5. Public Comment

President Morris welcomed everyone; there was no public comment from those in attendance.

6. Action Items

# RECORD OF PROCEEDINGS

---

---

## Consent Agenda

1. Approval of Financial Report year-to-date ending March 31, 2013.
2. Approval of April 2013 accounts payable checks.  
GF check numbers 24190 to 24275 and ACH AFLAC and Standard Insurance  
HW check numbers 221 to 223 and  
check numbers 1640 to 1648 and ACH Anthem, Standard Insurance, and on-going Flexible Spending Account  
Total April 2013 expenditures: \$731,469
3. Approval of April 10, 2013 Board Meeting Minutes.  
Approval of April 29, 2013 Special Board/Study Session Minutes.
4. Approval of Firefighter/EMT Position Descriptions.
5. Approval of Firefighter/Paramedic Position Descriptions.

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

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

## 7. Reports/Informational Items

### Chief's Report:

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

- District will be hosting students from Poland as part of the Sister Cities Program on June 13<sup>th</sup>, beginning at 11:30 a.m., at Station 55.
- He addressed the Board at a recent Great Rock North Water and Sanitation District meeting regarding the District's current and future water needs, including its recent use of approximately 100,000 gallons of Great Rock North's water to fill District tenders fighting a structure fire near their area.
- At the next study session, the Board will discuss the refinancing of the District's existing debt. Currently, the District has two loans for the three fire stations. The District would like to refinance those loans, for the same terms but at lower interest rates. The \$400,000 cost for the next new engine will be included in this refinancing process, if approved. David Bell will attend the study session to answer any questions regarding this process.
- He reviewed the District's projected and actual finances for the past seven years. It was noted that the projected revenues for 2013 are \$159,000 more than what was expected in 2007. During the last seven years, the District has added: 16 new career firefighter/EMTs, 3 new engines, 2 new replacement tenders, one replacement brush truck, a new ladder truck, and a new air/light trailer.. The District was assisted in those purchases by State and Federal grants of \$2.5 million. Chief Bodane noted that improving District services to the community that much, while working under the financial constraints of the past seven years over that period of time, was due to the remarkable efforts of the Board and the Fire District.

### Division Chief – Fire Marshal Report:

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

- Thanked President Morris for putting him in contact with Assistant Chief Herman at Buckley Fire. Buckley Fire offered the use of its safety trailer for the District Safety Expo at no cost.
- There is a significant increase in new housing projects within Brighton.

## RECORD OF PROCEEDINGS

---

---

- Denver Propane Exchange, located at 148<sup>th</sup> and Old Brighton Road, has a 10,000 tank to fill RV's and RV propane tanks.

### Division Chief – Technical Services Report:

As Division Chief Schissler was not in attendance, Chief Bodane was available to answer any Board questions regarding Technical Services.

### Division Chief – Operations:

In addition to his written report, Division Chief Schuppe informed the Board that the external Firefighter/Paramedic position and the internal Firefighter/EMT position, including the job descriptions reviewed at the April 29th study session, were posted on May 1st. Testing will take place in June. In less than a week the District has received 3 applications.

### Financial Report:

Rita Saunders had nothing to add to her written report.

### Attorneys' Report

In addition to her written report, Attorney Ferguson noted:

The Board will need to formally accept Director Benallo's resignation, once received, due to his moving out of the District. The Board needs to discuss how the vacancy will be filled, as it has 60-days following formal acceptance of resignation to appoint a replacement to the Board.

During the June meeting, or by letter, Legal Counsel will update the Board regarding Bills that were passed by the Colorado legislature during its recent session that might affect the District.

Legal counsel will need to arrive late if the Board wishes her attendance at the May 22, 2013 Study Session, due to a conflict. The Board excused Ms. Ferguson from attending that meeting.

### 8. Old Business

Nothing to report.

### 9. New Business

Refurbishment of Truck 53.

While Truck 53 (2003) will be at SuperVac for repairs, following an accident that caused damages which repair will cost approximately \$25,000 (to be covered by Progressive Insurance), the District would like its complete refurbishment, to bring the apparatus up to the current NFPA Standards via a level II process. The cost for that refurbishment will be approximately \$300,000. Apparatus will be out of service for approximately 3 months; the refurbishment will extend its life by about ten years.

MOTION: Vice President Gerhardt made a motion to authorize Chief Bodane to enter into an agreement with SuperVac, not to exceed \$300,000, for the refurbishment of Truck 53, pending warranty information, safety spec issues and any additional costs for all replacement equipment.

SECOND: Treasurer Serafini

APPROVAL: Motion carried unanimously.

## RECORD OF PROCEEDINGS

---

---

### 10. Executive Session

MOTION: Treasurer Serafini made a motion to enter into an Executive Session at 7:10 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. There will be Board action taken after close of Executive Session.

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

MOTION: Secretary Riggi made a motion to return to general session at 7:55 p.m.

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

MOTION: Treasurer Serafini made a motion to ratify the approval of John Schissler's retirement agreement.

SECOND: Secretary Riggi

Roll call vote:

Secretary Riggi – Yea  
Treasurer Serafini – Yea  
President Morris – Yea  
Vice President Gerhardt - Nay

APPROVAL: Motion carried.

### 11. Adjournment

MOTION: Treasurer Serafini made a motion to adjourn the meeting at 8:00 p.m.

SECOND: Vice President Gerhardt

APPROVAL: Motion carried unanimously.

The meeting was adjourned at 8:00 p.m.

---

Arlin Riggi, Secretary

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

## RECORD OF PROCEEDINGS

---

---

\_\_\_\_\_  
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).

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