

**RECORD OF PROCEEDINGS FOR THE  
COLORADO RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
OCTOBER 11, 2022**

**STATION 64, 775 CASTLE VALLEY BLVD., NEW CASTLE, CO 81647**

The regular scheduled meeting was called to order by Chairperson Lambert at 6:30 pm.

**ROLL CALL:**

**Board Members Present:**

Alan Lambert, President/Chairperson  
Addy Marantino, Secretary (Via Conference Call)  
Dick Miller, Director  
Levy Burris, Treasurer

**Board Members Absent:**

Matt Weisbrod, Vice President (Excused)

**Others Present:**

Leif Sackett, Fire Chief  
Zach Pigati, Operations/Wildland Division Chief (Via Conference Call)  
Scott Van Slyke, EMS/Training Division Chief  
Orrin Moon, Prevention Division Chief  
John Gredig, IT Director  
Dino Ross, Legal Counsel for the District  
Sarah Abbott, Legal Counsel for the District  
Bill Smith, Lieutenant (Via Conference Call)  
Matt Messner, Battalion Chief (Via Conference Call)

Director Miller made a motion to excuse Vice President Weisbrod from the Board meeting. Treasurer Burris seconded the motion. The motion passed unanimously.

**ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:**

None.

**CONSENT AGENDA:**

Treasurer Burris made a motion to approve the Consent Agenda as presented. Director Miller seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT:**

None.

**LEGAL COUNSEL UPDATE:**

Attorney Ross stated that he assisted with the Resolution Adopting the Garfield County 2022 Hazard Mitigation Plan. He stated he will be attending the Colorado Fire State Chiefs Annual Leadership Conference and will report any updates to the Board.

**FIRE CHIEF REPORT:**

Fire Chief Sackett reviewed his report and mentioned there is new business action item of reviewing and considering a purchase order for radios for the new utility vehicles and reviewing and considering a Resolution adopting the Garfield County 2022 Hazard Mitigation Plan. He stated old business includes reviewing and considering an ambulance fee schedule.

Fire Chief Sackett stated he received an email from Dave Reynolds, the Town Manager of New Castle, asking if the District was interested in the possibility of partnering with the Town on employee housing. Fire Chief Sackett stated the Romero Group is proposing a new development across the street from Station 64. The development will include apartments, townhomes, and single-family units, plus medical buildings, and other businesses. Fire Chief Sackett stated he and Town Manager Reynolds have discussed the possibility of ownership, deed restricted properties, and some sort of IGA between the District, the Town of New Castle, and the Romero Group for a first right of refusal when a rental unit becomes available. These conversations are in the infancy stages as Town Manager Reynolds also

has reached out to the Garfield School District RE-2. Fire Chief Sackett stated this is a great opportunity for the District and its personnel. He asked for Board direction on whether conversations should continue and if the District should reach out to staff to determine their interest in employee housing. The Board agreed that gathering more information is important before any further direction can be provided.

Fire Chief Sackett stated that, since the last Board meeting, the District has had two part-time employees resign. He stated the District thanks Steve Sandoval for his 15 years of service to the District and Ryan Wykoff for his 5 years of service to the District.

Fire Chief Sackett stated the District's annual Rifle Open House was a big success. The District's personnel did an amazing job of showing the District's apparatus and station, and conducting fire safety demonstrations. Although there were around 300 attendees, versus 800 in the past, the Open House was a wonderful experience where children participated in tug of war and the bucket brigade. The District showcased how District personnel facilitate a rescue and a fire attack in the burn tower and also showed the importance of smoke alarms and residential sprinklers.

Fire Chief Sackett stated he is very appreciative and thanks all District membership for their dedication. Without their endless pursuit of service, the District would not be where it is today.

**NEW BUSINESS/ACTION ITEMS:**

**a. Fire Chief/Operations/IT: Review and Consider PO to Purchase Radios for the New Utilities**

IT Director Gredig stated the new vehicles will need to have radios installed in them. Each of the vehicles has a different use and a different radio configuration is needed. IT Director Gredig explained that the cost of the radios was included in the original cost of the new vehicles approved by the Board earlier in the year. Because all the radios are being ordered from the same vendor at a cost of more than \$10,000, the purchase must be approved by the Board.

IT Director Gredig stated the District's current radios are past end-of-life. He stated the last sale date of current mobile Motorola radios was in November of 2014 with a last supported date of December 2019. He stated if there is a change to the state-wide radio system requiring an update to radios; however, the District's current radios would not be able to be upgraded, forcing the District to have to replace all mobile radios. Chief Staff's plan is to begin replacing radios as vehicles are replaced, allowing the District to gradually update the radios.

IT Director Gredig stated that Chief Staff has been testing Kenwood radios in different configurations. If the District were to purchase Motorola radios for the Battalion Chief and Fire Marshal vehicles, the price would be approximately \$21,000. Purchasing Kenwood radios would cost \$14,012. The Kenwood system would allow the Battalion Chief to easily patch an 800 MHz tactical channel to a VHF tactical channel to enhance communications with other agencies on wildland fires.

IT Director Gredig stated that the Chief Staff intends to use the Bendix King radios for the Wildland vehicles, as they are needed to easily clone radios on incidents.

President Lambert stated that the Motorola radios may be pricier, but they are known for their durability. He asked about how the Kenwood radios' durability compares to the Motorola radios.

IT Director Gredig reviewed examples of other fire districts that utilize Kenwood radios and have not reported issues with their use. He stated other agencies also are planning to use Kenwood radios.

Further Board discussion ensued.

Treasurer Burris made a motion to approve purchase order JG20221003 in the amount of \$29,681.58 for the purchase of compatible radio systems for the new vehicles. Director Miller seconded the motion. The motion passed unanimously.

**b. Fire Chief/Operations: Review and Consider Resolution Adopting FEMA Approved 2022 Garfield County Hazard Plan**

Fire Chief Sackett stated that over the last year Chief Staff has participated in developing a new Garfield County Hazard Mitigation Plan. He stated that the new plan has been reviewed and approved by FEMA and the State of Colorado. Part of finalizing the plan is for the Board also to adopt the plan as a participant. He stated that once the plan is approved by the Board, the District will be able to apply for grant funding to assist in furthering mitigation throughout the District.

Treasurer Burris stated that it is important for the Board to approve the Resolution as the Garfield County Hazard Plan has been approved by FEMA and the State, and it is starting to be adopted by other agencies.

Director Miller made a motion to approve Resolution Number CRFPD 2022-10-01, A Resolution Adopting the 2022 Garfield County Hazard Mitigation Plan 2. Secretary Marantino seconded the motion. The motion passed unanimously. Treasurer Burris abstained from the vote.

**OLD BUSINESS/DISCUSSION ITEMS/FOLLOW-UP ITEMS:**

**a. Fire Chief/EMS: Update on Board Consideration of Updated Ambulance Fee Schedule**

EMS/Training Division Chief Van Slyke provided an updated Ambulance Fee Schedule presentation to the Board. Board discussion ensued. The consensus of the Board was for Chief Staff to present a Resolution to the Board at the next meeting for consideration. If a fees schedule was adopted, it would have to be reviewed annually.

**OPERATIONS/WILDLAND UPDATES:**

Operations/Wildland Division Chief Pigati presented the following updates to his report:

- He is working on the Apparatus Replacement Plan for the coming years.
- The RFP for the Battalion Chief truck is finished and has been sent to four companies. The companies have until October 28, 2022, to submit a bid.
- The seasonal wildland firefighters have been released from duty as of September 26, 2022.
- The wildland crew is working on prioritizing mitigation projects for the off season.
- A Lieutenant has been deployed to a fire in Oregon.
- A Type 3 Engine has returned to northern California.
- He assisted the Colorado Division of Fire Prevention and Control with testing a fire suppressant.
- He attended the Open House.
- He worked on the proposed 2023 Budget.
- He worked on SOG's.
- An RFP for the MOD's and Chief 53 Vehicle has been completed and will be released for bids mid to late October.
- He is waiting for Micro Plastics to submit a quote for marking trucks.
- He attended a Public Safety Seminar: Positive Interaction at CMC.

Treasurer Burris inquired about the possibility of retaining the seasonal wildland personnel beyond six months. Operations/Wildland Division Chief Pigati discussed the reasoning behind current Wildland processes and future goals/plans for the Wildland Division.

### **EMS/TRAINING UPDATES:**

EMS/Training Division Chief Van Slyke presented the following updates to his report:

#### **EMS Updates:**

- Congratulations to Crystal Peters for being accepted into the Critical Paramedic School. She will be attending virtual classes with one week in-person class at Creighton University.
- He continued working on ambulance fee schedule research and data collection.

- He continued working with IT Director Gredig on implementation of the ImageTrend software.
- He began working on licensing the District's ambulances and setting up ambulance inspections.
- The EMS Committee is researching portable ultrasound and the possibility of carrying them in ambulances. Also, they are researching droperidol as an addition to the District's drug box for extreme agitation.
- The District received the supplemental reimbursement check from the State. The total amount is \$201,235.90, which far exceeds the \$100,000 budgeted for reimbursement in 2022.
- He attended various internal and external meetings.

#### **Training Updates:**

- Congratulations to Kurt Lundin for obtaining his Fire Inspector I certification.
- The crews logged 555 hours of training during the month of September.
- He coordinated with the Division of Fire Prevention and Control to host and instruct a Fire Instructor II course for the District.
- He and Chief Sackett attended a Public Safety Leadership Development course hosted by the University of Denver.
- The crews are completing team building training with Convergent Impact. This training helps members identify their specific personality traits, and those of other crew members, to make their interactions with each other more effective. All shifts and Chief Staff will go through this training.
- He worked with Chief Staff on the proposed 2023 Budget.

Secretary Marantino thanked EMS/Training Division Chief Van Slyke for providing information on District Ambulance Billing.

#### **PREVENTION/FLEET/FACILITIES UPDATES:**

In addition to the Division's monthly activity report, Division Chief Moon provided the following updates:

### **Prevention Projects:**

- He reviewed final plans and made comments for the Longview Development, which was the Romero Development across from Station 64. New Castle planning and zoning has completed its first reading and placed certain conditions on the development.
- He reviewed and made comments on Eagles Ridge Ranch, which are the town homes and apartments to the north and east of Station 64. The developer has downsized the development from 30 homes to 20 townhomes and removed an access street and apartment buildings. New Castle planning and zoning approved the downsizing, and this development is progressing.
- He received plans for an 8,000 square foot addition to the Walmart on Airport Road.
- He reviewed final fire alarm plans on the buildings H and I at River Trace in the Town of Silt. He conducted sprinkler underground hydrostatic and flush tests on both buildings.
- He received building plans and made comments for the Xcel Rifle Compressor Station Recommissioning West of Rifle. They are building some small new buildings on their existing site.
- He received plans for an addition to a building in Rifle at Powerline Road. The Building Department has requested more information on the plans.
- He received Garfield County Referral with plans and reviewed with comments on the existing South Leverich 13-09 gas pad located on Flatiron Mesa, south of Rifle. The pad has four existing wells and TEP Rocky Mountain is proposing drilling 21 additional wells on this pad. The new State laws require the County to review this drilling operation.
- He reviewed Garfield County Referral with plans on a proposed Scott Contracting gravel pit on I 70 Frontage Road (CR 346) in the Mamm Creek area. This is the third time this gravel pit has been reviewed. Comments were made on addressing the gravel pit and the issues on this road with emergency response.

### **Inspections this month:**



- He tested fire hydrants on 5th Street at the request of the Colorado State Veterans home. They need a yearly flow test to stay in compliance with their rules.
- Mike Glynn and Division Chief Moon conducted a fire inspection on the entire building at the Colorado State Veterans Home.

### **Community Risk Reduction:**

- Sept 15<sup>th</sup> - Fire safety talk with 50 Wamsley preschoolers.
- Sept 17<sup>th</sup> - Fire safety talk with boy scouts at Jolley Ranch.
- Sept 21<sup>st</sup> - Station tour and fire safety talk with 12 preschoolers.
- Sept 24<sup>th</sup> - District Open House, about 300 people and kids attended. The District thanks: (a) Grand Valley Fire Protection District for the use of the side-by-side burn rooms; (b) Local 4951 for the use of their grill trailer; and, (c) the Sheriff's Office for putting the burn demo on Facebook.
- Sept 26<sup>th</sup> - Fire safety talk with 50 children at Liberty Classical Academy.
- Sept 27<sup>th</sup> - Fire safety talk with 20 children at Liberty Classical Academy.
- Oct 1<sup>st</sup> - First Responder Appreciation Day at the Elks.
- Oct 6<sup>th</sup> - Station tour and fire safety talk with 20 boy scouts.
- Oct 7<sup>th</sup> - Rifle Chamber chili cook-off.
- Numerous football standbys for Coal Ridge High School and Rifle High School.

Division Chief Moon gave a special thanks to all the staff and Board Members that attended the Open House and a special thanks to Community Risk Reduction Specialist Maria Pina for taking on the organization of the event.

### **Upcoming CRFR Events:**

- Fire Prevention Week is from October 9, 2022, through October 15, 2022. This year's moto is "Fire won't Wait. Plan your Escape".

### **Stations, Buildings and Grounds:**

- Fronter Paving has Station 61 on schedule for some time in October. The District is still waiting on the final schedule.

- The District scheduled four interviews with prospective part-time Building and Grounds Maintenance personnel. Only one candidate showed up for an interview. Chief Staff is in the process of conducting a background check before a job offer is made.

**Apparatus Service and Maintenance:**

- Kreig Kasten has completed the County-required ambulance inspections.
- Kreig Kasten is working on repairs and vehicle maintenance on the Wildland apparatus that have returned from fires this summer.

**INFORMATION TECHNOLOGY/DATA UPDATES:**

IT Director Gredig provided an update on the prior month's activities:

- He is finalizing training and radio information for the new Communications Plan with Dispatch. Beginning work on reprogramming radios with Pat at Dispatch. All District radios should be reprogrammed by October 20, 2022.
- He is continuing work on the mapping project in the County.
- He is continuing work on implementing the ImageTrend software. Everything is on track for implementation by January 1, 2023.
- He is working on specifications for station alerting options to promote firefighter health and safety in conjunction with helping Fire Chief Sackett apply for an Assistance to Firefighters Grant.
- He is working with Operations/Wildland Division Chief Pigati and Lieutenant Smith on electronics for the new vehicles.
- Attached is the September Summary Report.
  - Monthly 911 call volume for August was up 5.8%, but overall call volume was down 2.9%.
  - For the year, 911 call volume is still up 8.2% and 5.0% for all call types.

**ADMINISTRATION/FINANCE UPDATES:**

Fire Chief Sackett reviewed Administrative Director Tillman's report with the Board:

- She posted Part-Time Facilities Maintenance position announcement on Indeed. Scheduled interviews.
- She is continuing to work on commercial liability, vehicle, property, and worker's compensation estimates from various sources for fiscal year 2023.
- She processed wildland deployment invoices in DFPC Fire Billing System:
  - Through the end of September, the District has submitted invoices totaling \$1,528,117.
    - A total of 56 deployments through 09/30/2022.
    - \$256,041 in equipment fees.
    - \$331,727 in base salary and benefits reimbursement.
    - \$636,785 in deployment OT and benefits reimbursement.
    - \$10,844 in holiday pay and benefits reimbursement.
    - \$278,152 in travel/fuel expense reimbursement..
    - \$14,568 in administrative billing fees
- She attended ongoing meetings and correspondence with Gemsbok Consulting on 2023 budget model.
- She is continuing to review draft Employee Handbook with CPS HR Consulting.
- She deployed to Hurricane Ian with CO DHSEM State IMT.
- She processed invoices in accounting system and issued payments.
- She reviewed timesheet data and processed payrolls for prior month.
- She uploaded pension contribution reports and submitted payments to FPPA & PERA.
- Amended PTE & FTE members as necessary to FPPA/PERA pension plans and termed any former members.
- She reconciled bank/fund accounts for monthly financials.
- She prepared the Board meeting agenda and packets for monthly meeting and distributed them to the Board.

**DEPARTMENT GOOD NEWS:**

Fire Chief Sackett reviewed a letter from Editor Kevin Hettler from New Castle. The letter thanked the District for providing excellent service and it recognized the District crews' kindness. Fire Chief Sackett thanked Chris MacGregor for taking the time to help during a traumatizing event.

**BOARD MEMBER COMMENTS:**

Secretary Marantino thanked everyone involved in the Open House. She stated it was a great educational and connecting experience for children and the community. She thanked Chief Staff for presenting information regarding the District's Budget and Ambulance Billing. She stated that receiving positive comments and recognition from the community is huge.

Director Miller stated that he likes the idea of having an event for the District and families to get together. He asked Chief Staff to ensure the letter is shared with the rest of the District.

Treasurer Burris thanked Chief Staff for presenting the 2023 Budget information. He understands there will be more Public Hearings on the proposed 2023 Budget, but he is incredibly pleased with the work done. He stated that all the work put in by Chief Staff helps the Board make better decisions on how to best serve the District and its constituents. He asked for all to stay safe.

President Lambert thanked all involved at the Open House and everyone involved with every community event that has been occurring throughout the summer months. He is immensely proud of the District's accomplishments and acknowledges that the District has come a long way.

**ADJOURNMENT:**

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 7:40 p.m.

**APPROVAL:**

The foregoing Minutes, which has been approved by the affirmative majority vote of the Board of Directors of the Colorado River Fire Protection District, is a true and accurate record of the meeting held on the date stated above.

Date: Nov. 8, 2022

[Signature]

Date: 8 NOV 22

[Signature]