

**RECORD OF PROCEEDINGS FOR THE
COLORADO RIVER FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SEPTEMBER 8, 2020
STATION 41, 1850 RAILROAD AVENUE, RIFLE, CO 81650**

The regular scheduled meeting was called to order by Chairperson Lambert at 6:30 pm. The Pledge of Allegiance was said and a moment of silence was given.

ROLL CALL:

Board Members Present:

Alan Lambert, President/Chairperson
Matt Weisbrod, Vice President
Paige Haderlie, Treasurer
Addy Marantino, Secretary
Levy Burris, Director

Others Present:

Randy Callahan, Fire Chief
Leif Sackett, Transitioning Fire Chief
Zach Pigati, Wildland/Operations Division Chief
Scott Van Slyke, EMS/Training Division Chief
Orrin Moon, Prevention Division Chief
John Gredig, IT Director
P.J. Tillman, Administrative Director
Dino Ross, Legal Counsel for the District

ADDITIONS/DELETIONS/CHANGES TO THE AGENDA:

None.

CONSENT AGENDA:

Secretary Marantino made a motion to approve the consent agenda items. Treasurer Haderlie seconded the motion. The motion passed unanimously.

PUBLIC COMMENT:

None.

LEGAL COUNSEL UPDATE:

Attorney Ross stated that legal counsel continues to work with a property developer on a temporary construction license that permits the developer to cross the District's property to facilitate construction of a retaining wall on the Developer's adjoining property.

Secretary Marantino asked if Chief Staff was aware on the new legislation that establishes fire districts as "safe stations" for receipt of controlled substances from individuals.

EMS/Training Division Chief Van Slyke stated that he has been working on this and the District is trying to take a county-wide approach.

President Lambert stated that this is an added expense for the District.

EMS/Training Division Chief Van Slyke stated the receptacles Chief Staff is looking at are about \$200 a piece and about \$50 a piece for the signage. He stated that security cameras and monitoring will be the most expensive component.

Secretary Marantino asked if Attorney Ross had any additional thoughts on this matter.

Attorney Ross stated that he discussed this new law at the last Board meeting, as well. He stated that the legislature does not seem to be aware of the difficulties this new law creates for fire departments. The new law applies to every fire station in the State.

FIRE CHIEF REPORT:

Transitioning Fire Chief Sackett stated that this month's Board packet includes the new business items of reviewing grant opportunities, reviewing possible revenue options, and appointing a budget officer for preparation the 2021 Budget.

Transitioning Fire Chief Sackett stated that Chief Staff was planning on having a surplus apparatus discussion. However, because that item was not ready to be presented, it was removed from the agenda but not from the report. He apologized for the error.

Transitioning Fire Chief Sackett stated that there are no old business items in the Board packet.

Transitioning Fire Chief Sackett stated that, even with the rain, the District still faces severe drought and has incurred multiple fires. He stated that the crews responded to a fire along Highway 325 and other fires through mutual aid. He stated that the crews were able to maintain fires at initial response.

Transitioning Fire Chief Sackett stated that the District is currently in a stage II burn ban. He stated that the District is pleased to have some snow and rain over the last couple of days.

Transitioning Fire Chief Sackett stated that, sadly, due to personal reasons, one of the District's new wildland senior firefighters resigned. He stated that hiring a replacement in the middle of the fire season is difficult, so Chief Staff is working on a deployment solution for the rest of the year.

Transitioning Fire Chief Sackett stated that Chief Staff is working on the budget. He stated the District will see a reduction in the budget and is waiting to receive the certified property valuation from the County to be able to present to the Board.

Attorney Ross stated that the Governor issued an emergency order in the middle of the year that gives the County Assessor's Office until October 13, 2020 to provide local governments with their preliminary assessed valuation. He stated that it may be challenging for Chief Staff in preparing the draft 2021 Budget, as the normal statutory deadline for the preliminary assessed valuation is August 25. The October 13 deadline for 2020 is just two days before the draft budget must be submitted to the Board under State law.

Transitioning Fire Chief Sackett introduced Caitlyn Jarvis, a doctoral candidate from Purdue University. He stated that Ms. Jarvis has been working with Chief Staff on an improved communications plan that will span over an 18-month period.

Fire Chief Callahan stated that the District is very excited for the collaboration with Ms. Jarvis. He stated that Chief Staff is excited to learn how to effectively communicate with the community and show why the District is relevant. Fire Chief Callahan thanked Ms. Jarvis for joining the Board meeting. Fire Chief Callahan stated that she has been very engaged and helpful.

Transitioning Fire Chief Sackett stated Chief Staff continues to work with CPS HR on building the promotional process. He stated this has been a six-month process and Chief Staff is excited for the development opportunity for all involved. Transitioning Fire Chief Sackett stated that the test dates for the lieutenant and battalion chief positions are on October 21, 2020 and October 22, 2020. He stated Chief Staff is still working on the test dates for the engineer position.

Transitioning Fire Chief Sackett stated that he appreciates Staff and the crews for their continued hard work and engagement with the community.

President Lambert asked about the public reaction to the closing of Station 43.

Transitioning Fire Chief Sackett stated that there have been some positive and negative reactions on social media so far. He stated that overall there seems to be support from the community.

Fire Chief Callahan stated that although Station 43 is closed, the District has not given up on serving the community. He stated that the District is staying engaged and working on professional development. He stated that when the District comes out of this financial crunch, there will be no delay in moving forward. He stated that he is excited the District is embracing this philosophy.

Transitioning Fire Chief Sackett stated that the District received an email notice from the Insurance Services Office (ISO) that it will be re-assessing the District's ISO rating in light of the closure of Station 43. A downgrading of the District's ISO rating could negatively affect residential and commercial insurance rates for properties within five miles of a fire station.

Secretary Marantino asked when ISO will conduct the re-assessment.

Preventions Division Chief Moon stated that ISO tries to do a five-year cycle with all departments. He stated that this is a notification due to all of the press releases on the closure of Station 43.

Attorney Ross asked when ISO plans on being on-site for the re-assessment.

Preventions Division Chief Moon stated that Chief Staff has a meeting scheduled with ISO for the week after next for the re-assessment.

Attorney Ross asked if ISO will be doing a full analysis of the District or simply assessing the impact of the station closure.

Prevention Division Chief Moon stated that it is only on the station closure.

NEW BUSINESS/ACTION ITEM REQUESTS:

a. Fire Chief/Administration: Grant Reviews:

Transitioning Fire Chief Sackett stated that, since 2016, the District has been going after many grants to help with the District's capital replacement plan. He stated that the District would not be able to have some of the things it currently has without those grant opportunities.

Transitioning Fire Chief Sackett stated that in 2020, the District has been awarded a total of \$832,644.00 in grants. He stated that the District has matched \$132,908.

Transitioning Fire Chief Sackett stated that this is brought to the Board to show how the District is trying to work with the current financial constraints. He stated that when the District receives appropriate funding, the District will not have to make many large capital purchases at once because the District can utilize the grant funds to spread the costs over time.

Transitioning Fire Chief Sackett reviewed each grant, starting with a joint grant with Carbondale Fire Protection District, Glenwood Springs Fire District, and Grand Valley Fire Protection District. He stated that this was a joint grant from the Federal Mineral Lease awarded in November 2019 and budgeted for 2020.

Transitioning Fire Chief Sackett stated that IT Director Gredig has worked with Dispatch to research and develop a plan to replace the District's old Motorola APX 7000 radios. He stated that Chief Staff is asking the Board to approve Purchase Order LS 2020-09-08-1 in the amount of \$68,555.93 for Motorola 6000 APX radios and supporting equipment as well as BK radios and supporting equipment.

Director Burris asked if this is a 70/30 grant.

Transitioning Fire Chief Sackett stated that it is a 70/30 grant and the District's portion is \$20,000.

Director Burris asked if it was a multi-agency grant.

Transitioning Fire Chief Sackett confirmed that it was a multi-agency grant.

Transitioning Fire Chief Sackett stated that the APX 7000 radios is dual band and the APX 6000 radios are single band for 800 radios.

Director Burris asked how many radios the District would be getting.

IT Director Gredig stated that the District is getting 9 APX 6000 radios, 6 APX 6000 SE, and 7 BK radios.

Fire Chief Callahan stated that the Board can review each grant separately and make one approval for all of grants or approve each grant separately.

Director Burris made a motion to approve Purchase Order LS 2020-09-08-1 in the amount of \$68,555.93 for Motorola 6000 APX radios and supporting equipment as well as BK radios and supporting equipment for the District. Secretary Marantino seconded the motion. The motion passed unanimously.

Transitioning Fire Chief Sackett stated that, at the beginning of 2020, the District, Glenwood Springs Fire Department and Grand Valley Fire Protection District applied for a Joint AFG grant to replace self-contained breathing apparatus (SCBAs).

Transitioning Fire Chief Sackett stated that the District's SCBAs are towards the end of their life cycle and the District also completed the last hydro test. Transitioning Fire Chief Sackett stated that the grant is a 90/10 matching grant and the grant total is a million dollars. He stated that the District's portion of the award is \$391,375.00.

Transitioning Fire Chief Sackett stated that the District would pay out \$39,138.00 for new MSA SCBA replacements. He stated that having the similar SCBAs helps with multi-agency response to structure fires.

Transitioning Fire Chief Sackett stated that Chief Staff is asking the Board to approve Purchase Order LS 2020-09-08 in the amount of \$39,138.00 for MSA SCBA replacements.

Director Burris stated that he would like the purchase order to show the number of items and associated costs to reflect transparency for the budget.

Transitioning Fire Chief Sackett stated that Glenwood Springs Fire Department was the grant writer for this grant and will continue to do so.

Secretary Marantino asked how long the regular replacement of SCBAs lasts.

Transitioning Fire Chief Sackett stated that the last purchase of SCBAs was in 2013. He stated that they were already a cycle out when purchased. He stated that it is about three years per cycle.

Transitioning Fire Chief Sackett stated that it is truly a joint effort and it is nice to have the help from Glenwood Springs Fire Department' grant writers.

Fire Chief Callahan stated that Chief Staff is working on a joint press release as well.

Secretary Marantino stated that it is important to spell it out that this is a crucial piece of safety equipment that will be obtained at a very affordable cost.

Fire Chief Callahan stated that Caitlyn Jarvis will be helping Chief Staff with the press release.

Secretary Marantino made a motion to approve Purchase Order LS 2020-09-08 in the amount of \$39,138.00 for MSA SCBA replacements. Director Burris second the motion. The motion passed unanimously.

Transitioning Fire Chief Sackett stated that Administrative Director Tillman applied for a grant for COVID-related expenses. He stated that the District was awarded \$175,000. Transitioning Fire Chief Sackett stated that the advantage is a 100 percent state funded grant with no match required. He stated that the disadvantage is that the District must spend the funds by December 31, 2020. He stated that Chief Staff has been doing a needs assessment and has come up with \$131,000 to purchase (1) new audio visual equipment for \$75,000, (2) 14 PAPRs, (3) gear extractor, and (4) fit test machine.

Treasurer Haderlie asked if the equipment purchased from the grant has to be COVID-related. She asked if the District could use the funds for personnel.

Transitioning Fire Chief Sackett stated that it has to be COVID-related equipment and that it cannot be used for personnel. He stated that the idea behind that is to help keep up with capital purchases so the District does not have to go into reserves.

Fire Chief Callahan stated that it is a reimbursement grant so the District has to spend the money and then be reimbursed by the end of the year. He stated that another significant advantage to these purchases is that District personnel will be able to conduct intra-station trainings.

Vice President Weisbrod asked if Chief Staff was looking at all stations or specific stations to outfit.

Transitioning Fire Chief Sackett stated that Chief Staff is referring to Station 41, 43, 61, and 64. He stated that although Station 43 is closed, Chief Staff still wants to prepare that station for the future.

Director Burriss asked if the items presented were already approved by the grant. He stated that he does not want the District to purchase \$131,000 worth of equipment and only have \$60,000 covered by the grant.

Fire Chief Callahan stated that, with the grant, there was a specific list that outlined the types of items that could be purchased.

Director Burriss asked if Chief Staff is continuing to look at what can be purchased with the remainder \$44,000 that is justified as COVID-related.

Transitioning Fire Chief Sackett stated that Chief Staff is looking at possibly doing some upgrades to Station 61 to help personnel with social distancing with the rooms.

Director Burriss made a motion to approve Purchase Order LS 2020-09-08-1, Purchase Order LS 2020-09-08-2, Purchase Order LS 2020-09-08-3, Purchase Order LS 2020-09-08-4, Purchase Order LS 2020-09-08-5 in the aggregate amount of \$131,000 for new audio visual equipment, 14 PAPRs, a gear extractor, and a fit test machine. Vice President Weisbrod seconded the motion. The motion passed unanimously.

b. Fire Chief/Administration: Discussion – Possible Revenue Options:

Secretary Marantino made a motion to enter into Executive Session to receive advice of legal counsel on financial options pursuant to CRS 24-6-402(4)(b). Vice President Weisbrod seconded the motion. The motion passed unanimously. Attorney Ross certified for the record that the Executive Session will constitute an attorney-client communication and will not be recorded.

The Board entered Executive Session at 7:14 pm.

The Board adjourned Executive Session at 8:16 pm.

The Board took a 5-minute break and returned to the public meeting at 8:22 pm.

c. Possible Action on One or More Matters Discussed in Executive Session:

Secretary Marantino made a motion to allow Chief Staff to work with Treasurer Haderlie on pursuing more information on financial options with some local and statewide institutions. Director Burris seconded the motion. The motion passed unanimously.

d. Fire Chief/Administration: Appoint Budget Officer:

Transitioning Fire Chief Sackett state that every year, the District appoints a budget officer to help meet the statutory deadlines of submitting a proposed budget on time. He stated that over the past three years, Administrative Director Tillman has been the budget officer. Transitioning Fire Chief Sackett state that Chief Staff is proposing to the Board that Administrative Director Tillman be appointed as the budget officer.

Director Burris made a motion to approve Administrative Director Tillman as the Fiscal Year 2021 Budget Officer. Secretary Marantino seconded the motion. The motion passed unanimously.

OLD BUSINESS/ACTION ITEM REQUESTS:

None.

DIVISION INFORMATIONAL MEMORANDUM:

Wildland/Operations Division Chief Pigati:

Operations/Wildland Division Chief Pigati stated that the District has an engine in California. He stated that the wildland crew was at Pine Creek and Risen Creek, got two days off for rest and recuperation, and then deployed to California. He stated that there also is wildland crew at the Castle Fire with a type III engine.

Operations/Wildland Division Chief Pigati stated that September will probably be busy as well.

Director Burris asked if there is an update on the District's personnel. He stated that he heard that some personnel have been burned.

Operations/Wildland Division Chief Pigati stated that the wildland crews are in good standing and they were not the ones that were burned.

The Board commended the District's wildland personnel for their continued hard work.

Operations/Wildland Division Chief Pigati commended the District's wildland crews as well.

EMS/Training Division Chief Van Slyke:

EMS/Training Division Chief Van Slyke stated that out of the District's new nine volunteers, eight have their EMT certification. He stated that there are several new volunteers that have their paramedic certification as well. He stated that the new volunteers seem to be eager and excited.

Prevention Division Chief Moon:

Prevention Division Chief Moon stated that it is fall and he has four big projects that will be getting sprinkler inspections. He stated that he is still trying to catch up on fire investigation reports. He stated that the hospital has a sprinkler system installed. He stated that he is going to start doing inspections on the E. Dene Moore Care Center, which is still planning on being in-house. Prevention Division Chief Moon stated that the first of January is going to be a big push to get the new senior housing by Communications moving. He stated that the first floor is built and the second floor is coming up. He stated that he just received word of a new subdivision in Silt. Prevention Division Chief Moon stated that there will be many projects coming his way.

IT Director Gredig:

Director Burris stated that he has a question in regards to the COVID grant. He asked if there was a way to use the grant funds for the fiber optics and improvements to the interoperability between stations.

Director Burris stated that the District paid about \$39,000 to make improvements to the interoperability between the stations and wanted to know if that could be reimbursed through the COVID grant.

IT Director Gredig stated that Chief Staff would look into it.

President Lambert asked where, on the District's website, was the location of the post release of Station 43's closure.

IT Director Gredig stated that the post release is on the home page of the website, under the Coverage & Stations section. He stated that there is information on the discussion process on why the District closed that station.

Fire Chief Callahan stated that the wording was based on Caitlyn's recommendations.

Administrative Director Tillman:

Transitioning Fire Chief Sackett stated that Administrative Director Tillman is currently deployed on the Grizzly Creek Fire.

The Board had no questions regarding Administrative Director Tillman's report.

GOOD NEWS & DEPARTMENT ACCOMPLISHMENTS:

Transitioning Fire Chief Sackett stated that an elementary teacher from one of the elementary schools in Rifle stopped by and dropped off a large stack of thank you letters for the firefighters for fighting wildland fires. He stated that those letters will be shared with the other stations, including interagency Station 42 as their personnel have also helped with the wildland fires.

Transitioning Fire Chief Sackett stated that the residents of E. Dene Moore Care Center donated a popcorn machine to the District as well. He stated that Misty's Coffee has also stopped by and donated coffee to each fire station.

Director Burris asked if any of the letters have been posted on the District's website.

Transitioning Fire Chief Sackett stated that the letters have not been posted yet, but will be.

BOARD MEMBER COMMENTS:

Secretary Marantino thanked the District personnel for their continued hard work and dedication.

Vice President Weisbrod apologized for being late to the meeting. He welcomed Caitlyn Jarvis and stated that it will be a good thing to have her work with the District. He thanked the wildland crews and the rest of the District's personnel.

Treasurer Haderlie stated that she is very honored to work for this organization. She stated that it is very humbling. She stated that she is excited to have Kaitlyn work with the District.

Director Burris thanked everyone. He stated that the District has one of the largest fires in the State's history and has been working on one of the largest fires in the White River National Forest. He stated that the Grizzly Creek Fire is 91% contained and will be going to a type III team tomorrow.

President Lambert thanked the District personnel for their tremendous effort during these fires. He stated that the Board is trying to provide the resources the District's personnel need. He stated that the goal is to ensure everyone's safety. He thanked Treasurer Haderlie for her insights and help as well.

ADJOURNMENT:

There being no other business to come before the Board, Chairperson Lambert adjourned the meeting at 8:41 pm.

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 state above.

Date: 10/13/2020



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