

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, October 13, 2020
Location: 248 Welch Ave., Berthoud, CO 80513
Time: 6:00 p.m.
Meeting Organizer: Jill Wilson (970) 532 – 2264

Agenda Items

Call to Order / Roll Call

Board President, Dan Hershman, called the meeting to order at 6:02 p.m. Directors present were President Dan Hershman, Vice-President Michael Cook, Secretary Gary Maggi, Director Eric Ryplewski and Director Dave Shipley.

Others in Attendance: Fire Chief Steve Charles, Operations Chief Robert Stumpf, Finance Director Debra Graves, Battalion Chiefs Andrew Kuiken and Nico Romero, and Administrative Assistant Jill Wilson.

Pledge of Allegiance

Review of the Agenda

The agenda was reviewed and approved with no additions. Motion by Director Dave Shipley, seconded by Vice-President Mike Cook.

Public Comment

None.

Consent Calendar

Approval of the September 2020 Financials
Approval of the September 15, 2020 meeting minutes

Motion by Vice-President Mike Cook to approve the consent calendar, seconded by Secretary Gary Maggi.

Personnel

None

Board of Director Action

Approve IGA Between the District and the Town of Berthoud
Motion by Vice-President Mike Cook to approve an IGA with the Town of Berthoud to lease the property on County Road 44, seconded by Director Dave Shipley.

Approve an Impact Fee Checking Account @ Adams Bank
Motion by Secretary Gary Maggi to approve an impact fee checking account at Adams Bank, seconded by Director Dave Shipley.

Command Staff Communications

Rob Stumpf, Operations Chief

Results / Engineer Process – Chief Stumpf stated that all candidates did well. Firefighter Shane Prim was promoted to the Engineer position.

Civil Unrest Task Forces / Everbridge Notification – Chief Stumpf stated that the District was working with Loveland and other northern Colorado departments regarding a task force and notification. A draft document had been created for light/heavy response.

Deb Graves, Finance Director

Impact Fee Checking Account @ Adams Bank – Ms. Graves stated Board approval was needed to open up a checking account. Motion by Secretary Gary Maggi to approve an impact fee checking account at Adams Bank, seconded by Director Dave Shipley.

	2021 General Fund Statutory Preliminary Budget
	2021 Capital Fund Statutory Preliminary Budget
	2021 Impact Fund Statutory Preliminary Budget Director Ryplewski asked what shortfalls the District was facing with the proposed budget. Ms. Graves noted that salaries had been frozen; however, all budget requests had been added. Chief Charles noted that one career firefighter position for the State Engine would not be filled.

Jill Wilson, Administrative Assistant

	Building Dedication & Reception – Ms. Wilson stated that the dedication /reception had been put on hold due to scheduling conflicts.
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Stephen Charles, Fire Chief

	Insurance Office Services 2020/2021 Public Protection Classification Survey Chief Charles noted that an ISO auditor would be coming in December or January.
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	Lease of Space IGA Town of Berthoud & Berthoud Fire Protection District Fire Station 3 / Titan Steel Structures 22' W x 40' L x 14' H Engineered Steel Building Chief Charles explained that the District had a lack of station distribution in the area by the interstate. The District could meet the ISO PPC rating of 2 and decrease insurance premiums if a heated building that housed a truck was put in the area. The Board had authorized \$40,000 for a purpose of a building a few years ago. As a result, a steel building was bought for \$18,580. The Town of Berthoud was willing to lease land east of I-25 to the District to house the building. An IGA with the Town had been drafted and needed signature by the Board President and Board Secretary. President Dan Hershman noted that he had met with Chief Charles and Skip Starling regarding the purchase. He remarked that it was a
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time sensitive matter, which was why he approved for the building purchase. He noted that if the Board had not previously approved funds for a building purchase, he would have called an emergency board meeting prior to the purchase of the building. He also noted that the building could be purchased using impact fees.

Motion by Vice-President Mike Cook to approve an IGA with the Town of Berthoud to lease the property on County Road 44, seconded by Director Dave Shipley.

James Vincent Group

2021/2022 Reserve Revenue Stabilization General & Capital Funds

Chief Charles noted that the Group would be presenting at the next Board Meeting in November regarding the District's financial reserves.

**Belford Watkins Group, LLC Architects / Station 3 (Future)
Site Design Criteria / Building Program Design Criteria**

Chief Stumpf stated that concept floor plans had been sent to the District.

President Dan Hershman remarked that it was good to complete the needs assessment so the District would know what size of property was needed for Station 3. It would also allow the District to move forward with potentially purchasing property if something came available.

Vice-President Mike Cook asked about the property east of I-25 owned by Aims Community College. Chief Charles stated that he had a meeting with them next week.

Michelle Hickey-Crawford / RE/MAX Commercial Alliance – Chief

Charles stated that REMAX will be watching for potential land and development areas for Station 3.

Communication from Board of Directors / Open Discussion

Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 6:55 p.m. Vice-President Mike Cook made the motion and Secretary Gary Maggi seconded the motion. The motion carried.



Priority



Important



Follow Up

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Signature Page

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Dan Hershman
President

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Michael Cook
Vice-President

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Gary Maqqi
Secretary

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Eric Ryplewski
Director

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Dave Shipley
Director