

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, November 16, 2021
Location: 248 Welch Ave., Berthoud, CO 80513
Time: 6:30 p.m. or immediately following Pension Board meeting
Meeting Organizer: Jill Wilson (970) 532 – 2264

Agenda Items

Call to Order / Roll Call

Board President, Dan Hershman, called the meeting to order at 6:00 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, Battalion Chief Andrew Kuiken, Battalion Chief Lyle Fenderson, Chief of Staff Jill Wilson and Financial Consultant Ben Archer-Clowes.

Pledge of Allegiance

Review of the Agenda

Chief Charles noted no additions to the agenda.

Public Comment

None

Consent Calendar

Approval of the October Financials
Approval of the October 12, 2021, Meeting Minutes

Motion by Director Dave Shipley to approve the consent calendar, seconded by Secretary Gary Maggi.

Personnel

None

Board of Director Actions

Approve 2021 International Fire Code Adoption Resolution

Approve Proposed Plan Review / Permit Fees

Approve Impact Fee Study BBC Research & Consulting

James Vincent Group, Finance Consultants

Questions & Answers / Audit Discussion

Ben Archer-Clowes provided an overview of budget report and mentioned that the auditors would be here December 14th for an initial visit.

Fire Marshal, Joe Jaramillo

2021 International Fire Code Adoption

Mr. Jaramillo provided an overview of the 2021 IFC. Vice-President Mike Cook spoke to some of his concerns, which were addressed in the building code. He also wanted to make sure adopting the code would not adversely affect citizens/business owners in the community.

Motion by Vice-President Mike Cook to approve Resolution 2021-1116 Adoption of the 2021 International Fire Code, seconded by Director Dave Shipley.

Chief Charles explained that next the District would contact each county and the Town of Berthoud to adopt resolutions/ordinance approving.

2022 Plan Review/Permit Fees

Chief Charles explained that Fire Marshal Services collected all plan review fees, the District did not see those revenues. The goal was to have development pay for themselves in regards to plan review. Vice-President Mike Cook mentioned that the District should make sure fees were not a burden to developments/citizens.

Command Staff Communications

Jill Wilson, Chief of Staff

Auditor Visit Update

The auditor would be on site on December 14th.

Quick Books & Paylocity Transition Update

Administrative staff was currently in implementation phase for both.

Professional Development Update

The focus group had concluded. Training was completed with supervisors; however, additional meetings would be completed to go over the newly created process.

Christmas Party / Award Ceremony Update

Christmas party was scheduled for December 4th at Brookside Gardens. The party would also recognize employee tenure anniversaries.

Rob Stumpf, Operations Chief**ARPA Grant**

Chief Stumpf stated that the grant was federal money for Covid impact. Larimer County was set to receive \$65 million. The District submitted an application for funding but did not anticipate hearing an outcome for the grant application before January of 2022.

2021 BME Water Tender Status

Chief Stumpf stated that the tender was out of service for some warranty related work; however, it was now back in service.

Stephen Charles, Fire Chief**Harold Starling of National Fire Services Office ISO/PPC Discussion**

1. Credit for Deployment Analysis
2. Credit for Alternate Water / Tender Shuttle vs. Long Hose Lay
3. Overall PPC Rating 2/10

Chief Charles stated that ISO was now giving the District alternate water supply credit for the long hose lay.

Mr. Starling provided an overview of ISO, and the District's rating. Discussion also ensued regarding the long hose lay and water tender shuttle.

Development Impact Fees / TischlerBise June 7, 2018**1. BBC Research & Consulting**

Chief Charles noted that the District was seeking Board approval to complete a new impact fee study. The District was to receive a proposal from BBC Research and Consulting.

The Board questioned if a new study needed to be completed. It was suggested that the District speak with Windsor-Severance Fire before moving forward as they just completed a study.

Care Takers of Tradition / Project Signage

Chief Charles explained that the Caretakers of Tradition wanted to erect a 'coming soon' sign for the proposed building addition to showcase the antique engine and hose cart. Chief Charles noted that he wanted to make sure it was clear to the public that the funding was separate from the District so taxpayers understood it was not a BFPD fundraising project.

Vice-President Mike Cook was concerned about having 'Coming in 2023' on the sign in case it took longer to acquire funding and erect the addition.

Director Eric Ryplweski supported the plan but wondered what the future facility plan was for the District.

Chief Charles stated that he did not foresee the District moving from the current facility.

The consensus from the Board was to move forward with the proposed signage; however, it needed to clarify that the project and funding was separate from the District.

November 2nd Election Results on 6D

Chief Charles noted that the referendum for the library failed so the District would not be moving forward with purchasing the library building.

Board Signature Required for Recertification / Colorado Fire Administer

Chief Charles noted that a board member needed to sign off on the recertification.

Battalion Chiefs

Kuiken / Schlamp Training House "Burn Down" Event

Chief Kuiken provided an overview of the event.

Communication from Board of Directors / Open Discussion

Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 8:13 p.m.

Motion by Vice-President Mike Cook, seconded by Secretary Gary Maggi.

The motion carried.

Signature Page

X 

Dan Hershman
President

X 

Mike Cook
Vice-President

X 

Gary Maqdi
Secretary

X 

Eric Ryplewski
Director

X 

Dave Shipley
Director