

**LYONS FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
Thursday March 11th, 2021**

**I. CALL MEETING TO ORDER**

The meeting was called to order at 7:27 p.m. by Director Spencer

Roll call was taken.

Board Members Present: Paul Davidovich, Keith Spencer, Bryan Roberts, Chris Cope, Dave Roth

Interim Chief: Steve Pischke

Financial Administrator: Liz McGavin

Administrative Assistant: Ella Koertgen

Legal Counsel: Kelley Duke

Firefighter: Brian Vasel

The pledge of allegiance had been previously said at the Pension Board Meeting which occurred immediately prior to the beginning of the regular Board of Directors Meeting.

**II. CONSENT AGENDA**

The January 16<sup>th</sup> Special Meeting Minutes, January 19<sup>th</sup> Regular Meeting Minutes, February 11<sup>th</sup> Regular Meeting Minutes, and February 16<sup>th</sup> Special Meeting Minutes were presented for approval. A motion to approve all four sets of minutes was made by Director Davidovich, seconded by Director Cope, and passed unanimously.

**III. AUDIENCE BUSINESS**

None

**IV. STAFF REPORTS**

a) Firefighter Brian Vasel presented a 10-minute overview of Google Drive.

b) Financial Administrator

- Financial Administrator McGavin presented the payables. There was an adjustment to be made in the amount of \$4790.91 to cover the transitional period between Interim Chief Pischke and Chief Zick.
- Motion to approve paying \$78,874.55 (*\$47,370.66 Payroll and \$31,503.89 Payables*) made by Director Davidovich, seconded by Director Cope, and passed unanimously.

c) Interim Fire Chief

- Interim Chief Pischke presented an update on the remodel at Station 1. The last remaining step is the changing out of the ceiling tiles and grid work between the two floors. A final inspection with the Town Building Department has already been arranged. Station 2 also requires a change of the ceiling tiles and grid work to meet the Town's 1-hour fire separation requirements.
- The Badging Ceremony for Chief Zick is scheduled on Thursday March 25<sup>th</sup>, 2021 at 6:30 p.m. at Station 1. There will be a Google Meet option for those unable to attend in person.

- Interim Chief Pischke informed the Board of Directors that the District has a new patch that was approved by incoming Chief Zick.
- Interim Chief Pischke presented a game plan for handling the incoming weather which includes a higher level of in-person staffing, plans for snow removal, and assistance from and for surrounding fire districts.

## **V. OLD BUSINESS**

- a) The revised Continuity of Operations Plan (COOP) was discussed. As mentioned previously, this is a working document and will change once Chief Zick has joined the District. The Board will be updated as changes are put into place. Director Davidovich requested various changes as we are transitioning to Google Drive, the inclusion of contact information for the District's insurance representatives, and more specific details regarding events that would trigger the Devolution of Operations Plan. The Matrix for Contact, part of the Continuity of Operations Plan (COOP), needs to be signed by Vice President Spencer. The COOP will be shared with both the firefighters and the Board of Directors on Google Drive. The approval of the COOP was tabled until the April 2021 Regular Board of Directors Meeting.
- b) The amended 2015 Wildland Urban Interface Code was brought up for discussion. Interim Chief Pischke requested that the Board of Directors table this item until the next Regular Board of Directors Meeting as Staff is still waiting for the Counties of Boulder and Larimer, as well as the Town of Lyons, to adopt the proposed changes.

## **VI. NEW BUSINESS**

Attorney Duke asked the Board of Directors to add a section for an Attorney's Report on future agendas.

## **VII. LYONS URBAN RENEWAL AUTHORITY (LURA) REPORT**

Attorney Duke reached out to the Lyons Urban Renewal Authority (LURA) on behalf of Director Cope in order to get him appointed to the LURA Board. Attorney Duke was informed that Director Cope will be appointed to the LURA Board at the next LURA Board meeting.

## **VIII. ADJOURNMENT**

Motion to adjourn made by Director Cope, seconded by Director Davidovich, and passed unanimously.

Meeting was adjourned at 8:31 p.m.

*Minutes transcribed by Ella Koertgen, Administrative Assistant*