

LYONS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, February 10, 2022
7:00 p.m.

I. CALL MEETING TO ORDER

Meeting called to order at 7:11 p.m. by Director Davidovich.

Roll call was taken.

Board Members present:	Paul Davidovich, Keith Spencer, Chris Cope, Dave Roth, Bryan Roberts (<i>joined at 7:17 p.m.</i>)
Fire Chief:	Peter Zick
Financial Administrator:	Liz McGavin
Administrative Assistant:	Ella Koertgen
Legal Counsel:	Kelley Duke
Firefighter:	Kevin Boccolucci
Former Board Member:	Maureen Davidovich

The pledge of allegiance was said.

II. REVIEW AND APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Director Spencer, seconded by Director Roth, and passed unanimously.

III. CONSENT AGENDA

A motion to approve the January 13, 2022 Regular Meeting Minutes and January 15, 2022 Special Meeting Minutes was made by Director Spencer, seconded by Director Cope, and passed unanimously.

IV. AUDIENCE BUSINESS

None.

V. BUDGET DISCUSSION

Chief Zick and Financial Administrator McGavin presented an overview of the 2022 Budget as well as future budgets with adjustments requested by the Board Members at the Saturday January 15, 2022 Special Meeting. Chief Zick, Financial Administrator McGavin, and Assistant Chief/Fire Marshal Pischke answered questions posed by the Board Members. The Board of Directors requested that adjustments be made to the overview which will be presented at an upcoming Special Meeting, the date of which is to be determined.

VI. FINANCIAL REPORTS

- Financial Administrator McGavin presented the payables to the Board; she explained adjustments and answered questions posed by the Board Members.

A motion to approve paying \$78,200.10 (\$28,373.72 *Payables*, \$49,826.38 *Payroll*) was made by Director Spencer, seconded by Director Roth, and passed unanimously.

- Financial Administrator McGavin requested the Board engage John Cuttler and Associates for the District's 2021 Audit. Financial Administrator McGavin and Attorney Duke answered questions posed by the Board Members.

A motion to use John Cuttler and Associates for the 2021 Audit was made by Director Davidovich, seconded by Director Spencer, and passed unanimously.

VII. EXECUTIVE SESSION

Legal Counsel Kelley Duke certified for the record that the Executive Session will be held pursuant to C.R.S. 24-6-402(4)(b) and (f) to receive advice of legal counsel related to the Lyons Urban Renewal Authority and Settlement Agreement. She further stated that Firefighter Boccolucci and former Board Member Davidovich will be included in the Lyons Urban Renewal Authority discussion but will be asked to leave prior to the Settlement Agreement discussion. She directed that the Executive Session shall be considered a privileged attorney-client communication and will not be recorded.

A motion to go into Executive Session was made by Director Davidovich, seconded by Director Spencer, and passed unanimously.

Executive Session commenced at 9:25 p.m.

Participants in the Executive Session were Directors Paul Davidovich, Keith Spencer, Bryan Roberts, Chris Cope, and Dave Roth, Fire Chief Peter Zick, Legal Counsel Kelley Duke, Administrative Assistant Ella Koertgen, Firefighter Kevin Boccolucci (*excused at 10:04 p.m.*), and former Board Member Maureen Davidovich (*excused at 10:04 p.m.*).

Regular Meeting reconvened at 10:26 p.m.

VIII. ATTORNEY'S REPORT

Legal Counsel Duke provided a brief overview of the 2022 Legislative Tracker.

IX. DISTRICT UPDATES

- Fire Chief Zick presented the 2021 Annual Report to the Board, and answered questions posed by the Board Members. The Board requested that annual reports going forward be presented to them prior to being published.
- Fire Chief Zick informed the Board Members that following a final inspection Station 2 cannot be used for sleeping quarters. There are quite a few items that need to be fixed for the building to be up to code for this purpose. Chief Zick and Firefighter Boccolucci answered questions posed by Board Members. Chief Zick will investigate the cost to make the necessary adjustments.
- Fire Chief Zick presented a plan to provide more sleeping quarters at Station 1 and answered questions posed by the Board Members regarding this with the assistance of Firefighter Boccolucci.
- The New Engine from Rosenbauer has been delayed a month and a half due to extenuating circumstances. Chief Zick, Captain Schrod, and Bill Ross from Mountain View Fire Protection District will be going out for a mid-build inspection in early April.
- Chief Zick informed the Board that the job description for the part-time positions with the District has been completed and sent to legal counsel for review.

- Chief Zick provided the Board with an update on the Education Campaign with Ascend Strategies LLC. Chief Zick requested two Board Members provide testimonials to assist in this campaign, one Director from Larimer County and one from Boulder County. Director Cope and Director Spencer agreed to complete these.
- Chief Zick informed the Board that the fueling agreement has gone into effect with the Town of Lyons as of February 1, 2022. The District will keep Circle K cards in the apparatus as back-up in the case of deployment or unforeseen circumstances.
- Chief Zick informed the Board that the District will be sending representatives to an Open House at Aims Community College on February 16 from 10:00-12:00. The purpose of attendance at the Open House is for recruitment and education.
- Chief Zick informed the Board Staff is in the process of updating the District's wildland gear; he answered questions posed by the Board Members.
- The District has received the second set of new turnout gear.
- Chief Zick informed the Board that the District is still waiting on an outcome regarding the District's application for an Assistance for Firefighters grant.
- Chief Zick informed the Board that he is meeting with Members from Lefthand Fire Protection District for the purpose of forming a mitigation crew in the District.
- There has been a delay in the delivery of the Lifepak 15s ordered by the District. Since the new Lifepaks will not be received until April, Lifepak will be loaning the District a unit for the purposes of training members.
- The District has received both the portables and mobile radio for the new engine. Chief Zick answered questions posed by the Board Members.
- Tender 4041 was sent out on deployment to the Marshall Fire, where it sustained damage due to freezing temperatures. The apparatus has been repaired by Mountain View Fire Protection District. The District will be submitting the cost for the repairs to the State Fire Billing System for reimbursement.

X. OLD BUSINESS

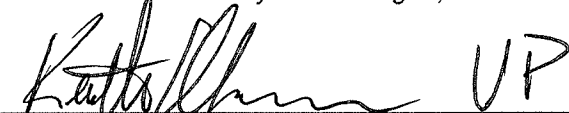
Director Davidovich provided an update on the Collaboration Subcommittee Meeting with Hygiene Fire Protection District; he informed the other Board Members that the decision had been made to postpone further meetings until after the May election. In the meantime, Chief Zick and Chief Trevithick of Hygiene Fire Protection will continue to work on collaboration between the two Districts in the form of memorandums of understanding. Director Davidovich, Director Cope, and Chief Zick answered questions posed by Board Members.

XI. ADJOURNMENT

Motion to adjourn made by Director Spencer, seconded by Director Roth, and passed unanimously.

Meeting adjourned at 11:10 p.m.

Minutes transcribed by Ella Koertgen, Administrative Assistant



 Member, Board of Directors