

LYONS FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday May 12, 2022
7:00 p.m.

I. CALL MEETING TO ORDER

The meeting was called to order at 7:01 p.m. by Director Davidovich.

Roll call was taken.

Board Members Present:	Paul Davidovich, Bryan Roberts, Chris Cope, Dave Roth
Fire Chief:	Peter Zick
Assistant Chief/Fire Marshal:	Steve Pischke
Financial Administrator:	Liz McGavin
Administrative Assistant:	Ella Koertgen
Legal Counsel:	Kelley Duke

The pledge of allegiance was said.

A motion to excuse Director Spencer was made by Director Davidovich, seconded by Director Roth, and passed unanimously.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. CONSENT AGENDA

A motion to approve the April 14, 2022 Regular Meeting Minutes was made by Director Roth, seconded by Director Cope, and passed unanimously.

IV. AUDIENCE BUSINESS

None.

V. BUDGET DISCUSSION

Financial Administrator McGavin presented an overview of the 2022 Budget in relation to the May 3, 2022 Election. Chief Zick and Financial Administrator McGavin answered questions posed by the Board members. Director Davidovich requested a discussion be held at the October meeting in relation to this and paying off the balance on the Bond.

VI. STAFF REPORTS

Financial Administrator Liz McGavin

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

A motion to approve paying \$94,316.22 (\$50,696.67 Payables, \$43,619.55) was made by Director Davidovich, seconded by Director Roth, and passed unanimously.

- Financial Administrator McGavin presented the draft Audit to the Board and answered questions posed by Board members. During discussion of the Audit it was decided that Attorney Duke and Financial Administrator McGavin will work on a policy for what to do if the District's accounts are in excess of FDIC insurance coverage limits. Attorney Duke will review the Audit and provide recommended changes to Financial Administrator McGavin who will send it to the Auditor for adjustments; she will provide a summary of changes as well as the final Audit to the Board at the June meeting.

Fire Chief Peter Zick

- Fire Chief Zick provided the Board with an update on the various grants the District has applied for:
 - a. The United Way of Larimer County provided a grant that paid for half the District's new bunker gear.
 - b. The District is still waiting on the results for applications through Assistance to Firefighters Grants, which are expected in May or June; this grant will be for radios and self-contained breathing apparatus (SCBA).
 - c. The District should be receiving the new Lifepak 15s this summer.
- Fire Chief Zick told the Board that Boulder Rural donated video laryngoscopes they no longer are using to the District.
- Fire Chief Zick presented the new organizational chart to the Board. This chart indicates a shift in the chain of command so that volunteer Members are responsible to volunteer Officers and part-time employees are responsible to full-time Officers. Currently there are five fully qualified part-time employees who are already working in this capacity with another four who will start once they complete certification requirements. The target staff for part-time employees for the District is 14-18 people. Fire Chief Zick answered questions posed by the Board.
- Fire Chief Zick informed the Board that the District has one new graduate from Fire II Academy, and seven new graduates from Fire I Academy.
- Fire Chief Zick stated that Ballot Issue A on the May 3, 2022 Election passed.
- Fire Chief Zick and Assistant Chief/Fire Marshal Pischke expressed their appreciation of the Education Campaign with Ascend Strategies, LLC.
- Fire Chief Zick informed the Board that the body for the new engine purchased from Rosenbauer is almost complete. Fire Chief Zick should be going to a mid-build inspection towards the end of May.
- Fire Chief Zick informed the Board that new foam has been ordered for the apparatus. It covers Class A, B, and D and requires no special reporting or handling. The District will be recycling the old foam through the State which will buy it from the District for \$5000 to \$6000. Fire Chief Zick answered questions posed by the Board members.
- Fire Chief Zick presented construction needs for Station 1 and Station 2 to the Board.

Station 2 needs a new generator, estimated at a cost of \$8,980.

Station 1 needs further sleeping space. Fire Chief Zick detailed the proposed changes, and stated the estimate for this work is \$8,258.42.

A motion to install a new generator at Station 2 and construct additional bunk rooms at Station 1 with a total expenditure not to exceed \$22,000 was made by Director Davidovich, seconded by Director Roth, and passed unanimously.

VII. OLD BUSINESS

Director Davidovich requested the discussion regarding Lot 34 be tabled until the June meeting due to Director Spencer's absence.

VIII. ATTORNEY'S REPORT

Legal Counsel Duke presented the Attorney's Report and Legislative Tracker to the Board, and answered questions posed by the Board.

IX. OATHS OF OFFICE

The Board appointed Administrative Assistant Koertgen to administer the Director Oath of Office to the individuals elected during the May 3, 2022 election. Paul Davidovich, Bryan Roberts, George "Chris" Cope, and Dave Roth were sworn in.

X. ADJOURNMENT

A motion to adjourn was made by Director Cope, seconded by Director Roth, and passed unanimously.

Meeting adjourned at 8:34 p.m.

Minutes transcribed by Ella Koertgen, Administrative Assistant



Member, Board of Directors