

Aspen Fire Protection District

420 E Hopkins Avenue • Aspen, CO 81611 • 970-925-5532 • www.aspenfire.com



Board of Directors Regular Meeting July 12th, 2022

The Board of Directors of the Aspen Fire Protection District met for their regular meeting. The meeting was open to the public in person and virtually via Zoom.

Meeting called to order by John at 5:04pm

Roll Call:

- Board of Directors Present: John Ward, Parker Lathrop, Dave “Wabs” Walbert, Michael Buglione, Emily Taylor
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Jan Schubert, Nikki Lapin, Jan Legersky, Scott Arthur, Ali Hager, Mike Tracey, Max Lyall, Erin Smiddy, Kevin Smiddy, Eugenia Acevedo, Ken Josselyn
- Public/Others: Richard Peterson, Sebastian Wanatowicz, Denis Murray, Karl Hanlon, Cody Lyster, Anne McCord, Jennifer Volmer

Approval of Minutes:

MOTION: Motion by John to approve minutes from: Regular meeting held June 14th, 2022 and Special meeting held June 21st, 2022. second. Wabs second. All approved.

Discussion: None

Vote: All approved. (Note: Parker was not present at June 21st meeting so did not vote)

The original agenda was amended to move ILG first.

Public Comment: None

AVFD Inc.: None

Anne McCord and Jennifer Volmer with Investigations Law Group (ILG)

Anne and Jennifer presented the Workplace Assessment Report that was conducted the first quarter of 2022. This report was presented to the members on July 11th. They discussed their findings from the survey that was given to all Aspen Fire members, along with targeted and volunteer personal interviews. The report can be found at <https://aspenfire.com/about/board-of-directors> under Organizational Documents.

North 40 Housing Project Update: Sebastian Wanatowicz

- Project Budget: The recent payout for this month is \$645,703.60. This was the billing from FCI. There was a series of soft cost billings from architect, civil and engineers working through some final items on the project. Cody Lyster with FCI and Denis Murray were present to discuss final schedule.
- Project Allowances and Contingency: There is \$45,090 left in Allowance 22 of credits back to the project. Some of the monies have been used for last minute items. In terms of total project contingency there is \$388,015.46 left of the \$500,000 due to costs associated with change orders.

- Asphalt: Rick discussed some areas outside of the station in regard to the asphalt that needs to be fixed. It is a cost of \$20,000-\$22,000, but would be best to do now while they are here doing asphalt for Fire Place.

MOTION: Motion by Michael to do the change order to address three spots of asphalt on property out of construction proceeds. Wabs second.

Discussion: None

Vote: All approved.

Note: Sebastian will get numbers together and give to Rick of potential costs beyond asphalt cost.

- Wabs asked for update on controversy brought up in past meetings in regard to past building inspector and current inspector. Rick explained that 16KW is approved that county requested. They are allowing use of solar at North 40, but not at headquarters station. It was \$10,000 for addition of 6KW for project.
- Denis Murray brought to the board that he suggests the move-in date be pushed to September 1st so that the finishing is not so rushed. Rick spoke to the importance of getting personnel in that currently don't have a place. Cody Lyster from FCI spoke to the fact he feels confident that they can have it ready by August 1st. The preliminary certificate of occupancy inspection is July 14th to see where the project stands to get the final. It was noted that anyone moving in be communicated to that there will still be items that may need to be done.

Wildfire Community Action Fund Project – Ali Hager

- Ali gave a quick review of the report presented in the board packet and addressed questions about budget.
- Project and Funding Update:
 - Fundraising is currently at \$341,980 gross.
 - The grant to BLM Community Fire Assistance has been submitted for \$200,000. Expect to hear back in early August.
- Outreach & Events:
 - Chipping program is launching the beginning of August.
 - Ali and Rick have been invited to be part of special panel in Jackson Hole.

Financials

- Monthly Financial Review: Monthly financial reports were included in the board packet. Jan Schubert addressed any questions.
- There was discussion of the increase in staff vehicle costs. This has to do with gas increases and more use of battalion vehicles. It was suggested that battalion vehicle costs be moved with other apparatus.
- Jake addressed overtime line item. Budgeted \$60,000 and we are already at \$55,000. Of that, \$35,000 came from covering shifts before we brought on new positions. There is still space within an open position with salary savings and then all six of the positions we budgeted for did not get hired until March that is equivalent to about \$100,000.

Board Comments & Action Items:

- Adoption of Resolution 2022-07-01 ADOPTING BY REFERENCE THE INTERNATIONAL FIRE CODE, 2021 EDITION, AMENDING CERTAIN SECTIONS OF SAID CODE, AND REPEALING THE PREVIOUS DISTRICT ADOPTION OF THE INTERNATIONAL FIRE CODE, 2015 EDITION: Jan Legersky addressed any questions and went over items that were added/changed.

MOTION: Motion by Michael to adopt Resultion 2022-07-01 ADOPTING BY REFERENCE THE INTERNATIONAL FIRE CODE, 2021 EDITION, AMENDING CERTAIN SECTIONS OF SAID CODE, AND REPEALING THE PREVIOUS DISTRICT ADOPTION OF THE INTERNATIONAL FIRE CODE, 2015 EDITION. Emily second

Discussion: None

Vote: All approved

- Employee Handbook: Emily and Parker will be involved. There was some further discussion of having a handbook for the housing.
- North 40 Fire Place: The lease is still be finalized. Rick will be working with Romero Group and will get the board an updated copy once completed.
- 2000 Pierce Engine Update. Auction ends on the 14th. Reserve set at \$45,000. Current highest bid is at \$20,000 as of June 29th. It was presented to the board for guidance. It was also suggested donating to a department that could really use it. It was decided to wait until bid runs out and can be decided on at that time. Bidding closes on Thursday, July 14th.

Staff Report:

- Fire Marshal and Prevention: Report was included in Staff Report. Jan noted there were a lot of inspections on tents this past month.
- Operations Overview:
 - Call volume has picked back up. Crews are busy with wildfire and started curbside assessments.
 - Jake worked with Matrix on getting the contract down by \$8,000 to perform the Community Risk Assessment/Standard of Coverage. They have signed their side of the contract.
 - Aspen Fire will be holding a Celebration of Heroes to recognize several CPR saves. Also, staff is starting to reengage with the school to do Stop the Bleed and CPR training.
 - An order for ballistic protective gear has been placed.
 - Staff is working on preparing and making sure we are addressing issues ILG brought up. Jake has been in contact with someone to come in to do training for staff and leadership.
- Training Report: Report was included in the Staff Report. Scott highlighted some training and updated on new recruits and upcoming recruitment.

CEO/Fire Chief and Good of the District:

- North 40 Fire Place Housing Update: This was covered earlier in the meeting. Open house will be July 28th from 4:00pm – 7:00pm.
- Roaring Fork Valley Wildfire Collaborative: Rick is on the steering committee that involves 30 entities throughout the valley. He had a great meeting with Aspen Institute. There is a potential for further partnerships.
- Pano AI Update: Other agencies are looking into the technology. This will be a budget item that may come up in the future to discuss.
- Ukraine Rescue Gear Update: Rick was able to connect Aspen Aid with Ankus Rescue Tools to purchase some equipment that is enroute to Ukraine.

MOTION: Motion by Michael to make the final ILG survey public. Wabs second.

Discussion: None

Vote: All approved

Old Business:

- Woody Creek Project Update: This discussion came through the Gathering Place years ago. They are talking about reviving it.

New Business:

- Open Board Seat: Nikki placed an ad in the Aspen Times. It was suggested putting one in the Aspen Daily News, post on social media, website and contact candidates that were in recent election. There will be a special meeting on July 27th at 5:00pm for interviews.

- Board Emails: Emails have been set up for each board member.
- Michael Buglione: Thank you for your service on the AFPD Board of Directors.
- Budget 2023: Board agreed that they would like to see draft at September meeting.
- Recruiting: Jake asked the board to think about people that would be good volunteers and encourage them to apply.

**MOTION: Motion by Wabs to adjourn at 7:27pm. Michael second.
Vote: All approved. (John left early)**

***** A full recording of this meeting can be requested by contacting the District Administrator at nikki.lapin@aspensfire.com or by calling 970-925-5532.**