

Aspen Fire Protection District

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



Board of Directors Regular Meeting March 9, 2021

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

Meeting called to order by John at 5:04pm

Roll Call:

- Board of Directors Present: John Ward, Denis Murray, Dave (Wabs) Walbert, Michael Buglione, Stephen Wertheimer
- Board of Directors Absent: None
- Staff/Volunteers Present: Rick Balentine, Nikki Lapin, Jan Schubert, Ryan Warren, Ken Josselyn, Marc Zachary, Jake Andersen, Arnold Nimmo, Roya Beklik, Daniel Palmer
- Public/Others: Karl Hanlon, Paul Broome, David Krause, Parker Lathrop

Approval of Minutes:

MOTION: Motion by Denis to approve minutes from Regular Meeting held on February 9, 2021. Wabs second. Discussion: Rick clarified for the board that Jeff Edelson has stepped down as Training Captain. He will continue to help with IT and larger training when needed as a contractor. He also has his Fire Inspector III in case Jan Legersky needs his assistance. Jan Legersky is now a certified Fire Inspector III. Jeff Edelson will also continue as a volunteer firefighter. All approved.

Public Comment: None

AVFD Inc., Ryan Warren

- Scholarships: The scholarship committee was formed and is meeting this week to discuss applicants. There are six applicants for the Willard Clapper Scholarship and two for the Doug Pumpelly Scholarship.
- Community Events: It is the goal of the organization to start doing more community events this spring and summer as things begin to open up.
- Cadet Program: This program may be better suited under the district.
- Issues/Concerns: AVFD Inc. will be the voice of the firefighters. The first meeting with the firefighters will be on March 17th. Issues and concerns will be brought to the Chief on a monthly basis. In terms of bring issues and concerns to the Chief, this is where it will normally stop. If it is felt that satisfaction is not being received from the Chief, that is when it may come to the AFD Board during this slot. This should be a rare event. AVFD Inc. feels most issues and concerns can be handled with the Chief. Ryan expressed to the board some feedback he has been receiving from some firefighters. There was much discussion around whether there should be a vote of confidence or no confidence of the Chief annually as there was in later years. Followed was discussion of what type of information and when information should be brought to AFD Board from AVFD Inc. Board.

North 40 Housing Project Update: Paul Broome

- North 40 Housing Budget: No major changes. Paul pointed out that water proofing special inspections was added in (Page 2). There was a consensus between the design team, contractor and ownership to solicit quotes for a consultant to inspect the installation of the roof during construction. The water, gas and electric lines that were covered by the district were added into the budget. There is a complete GMP contract with a cost of \$14,208,443 with a total budget of \$17,074,361. The difference is \$60,000 from last month. Paul suggested moving forward any increases or decreases are accounted for in the contingencies.
- Permit Status: A permit can be expected within next few days. They have been prepping the site.
- Request for Proposal for Owner's Representative: Paul will be available until April 23rd, with limited email service after that date. It was decided to push the application deadline to March 24th with a special meeting to be held by the board on Tuesday, March 30th at noon, to review applications.
- The board commended Paul on his work with this project.

MOTION: Motion by Denis to approve FCI contract as presented March 9th to build North 40 Housing Project. John second. All approved.

- Occupancy Covenant Agreement: This was informational and included in the board packet. No actions needed. There will be further discussion in the future as to the progression of who will have priority.
- Surety Performance Bond: This was informational and included in the board packet. No actions needed.

Financials:

MOTION: Motion by Denis to assign Steve Wertheimer as Treasurer to the board. John second. All approved.

- 2020 Financial Audit: The auditors will be presenting the draft audit for 2020 at the April meeting. Jan noted that the end of year budget balance will be \$295,000.
- FPPA 4th Quarter Report: This was informational and included in the board packet. No action needed. Made 13.6% last year.

Board Comments & Action Items:

- New Deputy Chief of Operations: Welcome to Jake Andersen. He expressed excitement about coming on board.
- Dave (Wabs) Walbert: Wabs commented on the article in the Aspen Times in regards to misinformation presented by other agencies as it pertains for ESCI report, Auto Aid and Mutual Aid. Rick gave some clarification and history of the Mutual Aid and Auto Aid agreements. The relationship is good; we call them, they come – they call us, we go. Aspen Fire is now doing more Auto Aid with Aspen Ambulance as well. There was much discussion over the newspaper article and incorrect information being represented. It was suggested that John write a letter to the editor on behalf of the board highlighting our positives as a district.
- Denis Murray: Denis requested the board start working on Fire Place Housing Guidelines. This will be added to the next agenda.
- Chief Contact: This was included in the board packet. The board discussed in length measurable goals and milestones for the Chief along with what review should look like. It was suggested including a 360 degree review. John commented that the Chief is making progress. It was suggested extending the contract longer than six months.

MOTION: John made a motion to extend the Chief's contract from six month to one year effective January 1, 2021 to December 31, 2021 with addendum to the current memorandum for operational goals that are measurable to track improvement. Steve second. Discussion: There was suggestion of improving the data tracking. It was decided each board member give their additions within the next 7 days. All approved.

- Rick will put together a report on where he stands on the goals and milestones listed.

Fire Marshal Report:

- Smuggler Incident: Jan is working with Jay Parker to put together a safety plan and will be planning a site visit. They will no longer store or use explosives in the mine. The plan will be shared with Pitkin County Emergency Manager for their review. It will also go to the Board of County Commissioners.
- The board requested a report on how many plans are reviewed per month.

Training Report:

- 2021 Training Schedule: This was added to the board packet.
- Probie Class: Classes have started. Encouraging members to help out with this training. Scott Arthur, Charlie Curtis and Nikki Lapin have been vital in putting together this program. The Hiring Committee recommended 12 applicants. The cost of new volunteers will be covered by grant received.
- COVID: A new SOP went out in regards to vaccinated members. They will not need masks on inside, but will still be required to have masks on in public and in apparatus. The department is looking forward to having more social events in the near future. This is a big part of member relations.
- State Live Burn Trailer: This will be available in July. Rick is working with Carolyn at Aspen Airport to do cross training.

CEO/Fire Chief & Good of District

- Personnel Update: A press release has been put out welcoming Jacob Andersen as the new Deputy Chief of Operations.
- New Recruits: There will be information put out on the 12 new recruits.
- Cadet Program: It was expressed the importance of this program running under the District. Staff will be researching more information.

Old Business:

- Umbrella Roofing: There is another issue with leaks at North 40. Rick gave an overview of situation and requested direction from the board. A letter from Umbrella was included in the board packet. It was suggested getting an expert opinion on whether a replacement is needed or not. Rick has received a bid from a company to oversee.
- Strategic Plan: Board will meet with Triton during a special meeting April 8th. There's been two surveys put out to the community and members and one community meeting so far during this process.

New Business:

- North 40 Parking: This will be limited. There will be no more overnight parking. CMC has given Aspen Fire six spots to use. John McBride has allowed use of his property for dumping snow.

- Letter of Intent to participate in Pitkin County Multi-Jurisdictional Hazard Mitigation Plan: Included in the board packet for informational purposes. No action needed.
- John noted he would like to see Cadet Program move forward and the 360 degree review.

MOTION: Motion by Wabs to adjourn at 7:55pm. Denis second. All approved.

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