

# Aspen Fire Protection District



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## Board of Directors Regular Meeting October 13, 2020

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

**Meeting called to order by John at 5:05pm**

### 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, Parker Lathrop, Nikki Lapin, Jan Schubert, Mike Haman, Ken Josselyn
- Public/Others: Karl Hanlon, John Stouffer, Rich Buchanan, Stephanie Zaza

### Oath of Office

- Stephen Wertheimer took his Oath of Office.

### Approval of Minutes:

**MOTION:** Motion by John to approve minutes from the following meetings: Special Meeting September 4, Special Meeting September 8, Regular Meeting September 8, Special Meeting September 9, Special Meeting September 14 and Special Meeting October 8. Wabs second.

**Discussion:** Reviewed conversation from September 8<sup>th</sup> regular meeting in regards to Honor Guard moving from the District to AVFD Inc. There are currently two retired members and a paid firefighter on Honor Guard. This could cause a conflict so it would clean things up moving it under AVFD Inc. John requested the wording for motion to accept Stephen Wertheimer be changed as follows: Motion by John to nominate Steve Wertheimer to fill the open board seat until the next regular board election.

All approved.

### Strategic Planning Interviews

- Rich Buchanan with AP Triton gave an overview of the tools AP Triton can offer. Rick was part of the ESCI team who did the recent organizational assessment of the district the end of 2019.
- Stephanie Zaza gave an overview of services she can provide. Stephanie worked with John Ward on the APCHA strategic plan.

- The board discussed the two vendors. There was discussion about the possibility of using both companies. John requested this be added to the next meeting agenda on whether to hire an individual or both and what the time frame looks like. It was suggested the board put together their vision of a strategic plan.

#### **President, AVFD Inc:**

- Benevolent Fund: AVFD Inc. has interacted with the district on some benevolent fund donations. When COVID started, AVFD Inc. received many requests for help from volunteers. A total of \$17,000 have been distributed. AVFD Inc. requested funds for the district. It was suggested that there are funds available in Firefighter Logistic support. Karl Hanlon would like to look into further as to advise the board accordingly. It was requested adding this to the next regular board meeting.
- John requested that AVFD Inc. be moved to the top of agenda after public comment in the future.

**Public Comment:** None

#### **Good of District:**

- SAFER Grant: The district received \$1.3 million federal grant for recruitment and retainment for new volunteers starting December 2020. This will take care of up to 32 new volunteers over the next 4 years.
- The board requested a list of benefits and who receives them. The board will receive a Benefits Guide during the budget process to review.
- ISO Review: The Fire Prevention team is working on finishing hydrant testing. They were not able to do in the City due to water restrictions, but ISO is okay with that.

#### **Financials:**

- Housing Fund, COLA Trust Housing, COLA Trust Construction Fund: Jan explained the difference between the accounts. John would like to start tracking a separate financial statement for the housing project. Board has requested this be part of the board packet.
- Budget 2021 Preliminary: A work session is scheduled for November 5th at 11:00 - 1:00pm to discuss 2021 budget.
- Staff is working on finalization of wildfire reimbursement and roof repair reimbursement from County.
- Aspen Village cost for painting was \$34,000.
- Staff is working on amended budget for 2020.

#### **Board Comments & Action Items:**

- Welcome to Stephen Wertheimer.
- Congratulations to Jan Schubert and Rick Balentine for their work on SAFER Grant
- Denis commended Rick on all his work helping to get the housing project passed. Paul Broome has been outstanding and represented the interests of the district. The architectural team has been responsive now that we have direction.
- Stephen commented he will spend next several weeks getting up to speed.
- John thanked Stephen for accepting position.
- John addressed comments received during the discussion of hiring contractors. The comments made of Shaw Construction were from 10 years ago. They are a good contractor and would not

have been one of the four if we didn't think so. It was an unfair comment from the public and does not represent the thoughts of Aspen Fire Protection District board. This is a good project. John commended Rick on his work herding everyone.

- Starwood Lease: Rick and John met with Rick Crandall and George Gradow. They are super appreciative of the stationkeepers. Their guards are attending EMR with our volunteers. There was discussion again of rent. It was decided that  $\frac{1}{4}$  of rent of APCHA for a total of \$435.50 per month for a 2-bedroom apartment would be acceptable. Starwood will still need to approve with their board.

**MOTION: Motion by John to charge Starwood stationkeepers  $\frac{1}{4}$  of APCHA Category 3 rate for rent for a total of \$435.50 per month for a 2-bedroom apartment that will go to Starwood HOA to offset increased pay to their guards to be EMR certified. Rent will be effective January 1<sup>st</sup>, 2021 per their lease. Wabs second. All approved.**

### **CEO/Fire Chief:**

- North 40 Stationkeeper: Adrian has decided to resign from the department. He moved out without notice. Parker and Rick document items that need to be done. There is \$20,000 in the account, but per the lease this is tied to purchase of something within the district. There was discussion as to where this should be transferred. At one time it was suggested putting a housing fund together to give out low interest housing rates. Suggested using that to put in Benevolent Fund. Karl Hanlon will do some research and advise board further.
- North 40 Project: Rick would like to start giving some of these duties away in order to focus on the running of department. He spoke to Paul's capability. Rick's focus is getting career and volunteers working cohesively. John mentioned that FCI needs to be on top of community outreach and communication. Paul has been reaching out and FCI has a good outreach program.
- Rick gave the board an update on how things are working with the new structure. The goal is to keep 4 people staffed and get more volunteers to come to all calls. Keeping 4 people staffs has been a challenge and may require extra shifts. There are still tweaks to be made and improvement of communication.

### **Training Report:**

- Parker gave an update. Focus has been getting new people up to speed. EMR has been going on. Participation has been good, working on getting Volunteer Captains more involved. COVID has been a challenge and many trainings have been online. Now that there are more in person trainings, the Training Division is working on involving Captains.
- Officer Development training is coming up. There are currently 11 people signed up.
- Rookies are now doing shifts and finishing EMR, with Hazmat scheduled at end of year. They are eager to learn and be involved.

### **Old Business:**

- North 40 Project: The permit will be submitted this week. John McBride does not want to rent any extra property to use. Rick is working with Bridger Smith about a parcel of property to stage equipment on. FCI has a plan without it, but it would make things easier.
- Health Insurance: There is an IGA and Trust that needs to be signed.

**MOTION: Motion by Denis to authorize the board chair and Karl Hanlon to review and sign the IGA. Wabs second. All approved.**

**New Business:**

- John addressed current loans rates being low right now. There was discussion of is the board would like to issue remaining funds to have in case project comes in higher. Further discussion on if it makes sense to refinance. The board gave Rick direction to look into further and requested this topic be added to the next work session in November.

**MOTION: Motion by Wabs to adjourn at 7:57pm. Denis second. All approved.**