

# Aspen Fire Protection District

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## Board of Directors Regular Meeting June 14, 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 5:02pm**

### **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, Cristina Buitron, Fabrizio Brovelli, Will Shoesmith, Jake Spaulding, Michael Holmes, Ryan Warren, Charles Curtis, Ken Josselyn, Ryan Warren.
- Public/Others: Richard Peterson, Sebastian Wanatowicz

### **Welcome**

- Welcome to new board members Parker Lathrop and Emily Taylor and return of Dave “Wabs” Walbert.

### **Approval of Minutes:**

**MOTION:** Motion by Michael to approve minutes from: Regular meeting held May 10th, 2022.  
**Wabs second.**  
**Discussion:** None  
**Vote:** All approved.

**Public Comment: None**

**AVFD Inc.: None**

### **North 40 Housing Project Update: Sebastian Wanatowicz**

- Project Schedule: Heading into the last month. The goal is to have partial occupancy by July 1<sup>st</sup>. This is a very tight schedule with a lot of punch lists so not all buildings will be ready to move in. Sebastian gave an overview of the waterproofing issue and solar panel issue with county.
- The battery has been purchased and will be placed at Aspen Village station. This is part of overall budget for solar panel system. Sebastian spoke in more depth. The board would like to get a meeting pulled together with City/County to discuss issue, but agreed to be ready to move forward with adding 16 KW if needed.
- Project Budget: There is \$871,441.45 pending approval, most of which is HVAC, plumbing and curb/gutter.
- Project Allowances and Contingency Reconciliation: In terms of Allowance 22, there is \$26,000, but it is in the process of reconciliation. There is actually \$46,000 in the Allowance 22. There are a couple costs of getting some items done such as a ramp that is being worked on southeast corner of building. Sebastian is talking to FCI about using some construction contingency to take care of a few last minute items. In terms of project contingency, the amount is \$383,000. Monies will be moving in and out.
- Lunch is being provided to FCI at Hickory House on June 15<sup>th</sup>.
- The open house for Fire Place is scheduled for June 30<sup>th</sup> from 4:00pm – 7:00pm.

## **Wildfire Community Action Fund Project – Ali Hager**

- Ali gave a presentation to new board members on her position and what her department does in regards to wildfire and the Wildfire Community Action Fund.
- Project and Funding Update:
  - Fundraising is currently at \$317,780 gross. There are two pledges in the works. One is through partnership with Mana Mobile for up to \$10,000 and the Willoughby Way project with private landowner partners who are willing to make a sizable contribution between \$100,000 and \$150,000 to get a community fuel break.
  - The BLM Community Fuels Management and Community Fire Assistant Grant is due July 3<sup>rd</sup>. We will be applying for \$150,000 for various projects.
  - Hunter Creek prescribed burn happened May 13<sup>th</sup> where 908 acres were treated. Ali worked with bi-lingual PIO to get information out in English and Spanish.
  - Working on egress rounds along Red Mounting with Pitkin County on the scope of work.
  - Willoughby Way Project: Working with some private landowners, along with Pitkin County Open Space and Trails, to reduce fuels to create fire break. This will benefit entire community. This would be part of BLM grant.
  - Brush Creek Metro, after HOA meeting, took information to heart and are motivated to get work done. They will be helping fund some roadside mitigation.
  - There is an RFP out for the chipper program.
- Outreach & Events:
  - Roaring Fork Collaboration is seeking fiscal agent and full-time agent.
  - Ali gave a rundown of the Ready Set Go event.
  - Aspen Institute invited Chief and Ali to go Jackson Hole the end of September to share what we are doing here. They like what is happening.
  - Mana Mobile food truck, sponsored by Teremana Tequila. They will be giving away food to First Responders during Food & Wine. They will be contributing generously to the WCAF. Prevention department will be handing out informational material.
- Board would like to see running total of grant funds raised and how it will be used.

## **Financials**

- Monthly Financial Review: Monthly financial reports were included in the board packet. Currently there is \$5.6 million in the housing project fund. John commented on how well the project has gone.
- Rick suggested making a donation to Aspen Junior Hockey in John McBride's name and/or proclamation.
- DC Andersen addressed the overtime budget. Over \$35,000 of this budget was before more career firefighters started. It was mentioned that due to them not starting until March, there is approximately \$100,000 savings in salary, plus the extra position that still has not been filled.
- John proposed a 10% salary adjustment for all staff due to inflation.

**MOTION: Motion by John to do salary adjustment for all of team effective July 1<sup>st</sup> for 10% increase across the board. Michael second.**

**Discussion: It was requested it match pay period to start June 26<sup>th</sup>.**

**Vote: All approved with amended date to make effective date change of June 26<sup>th</sup>.**

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

- Community Risk Assessment/Standards of Covers: There is a recommendation of the group as listed in the summary. There were five RFP's received. Jake gave an overview of the RFPs. Jake suggested offering to ESCI with specific caveats due to pricing. After further discussion, it was decided to go with \$59,000 maximum price and give Jake the direction to negotiation with Matrix and Raftelis.
- Assign Board Positions:

- President: Wabs nominated John for President. Michael second. All approved.
- Vice President: Michael nominated Wabs and John nominated Parker. Vote for Parker 2 to one.
- Treasurer: John nominated Wabs. All approved.
- Secretary: John nominated Michael. All approved.
- Property Management Proposals. There were two proposals. Rick spoke with many companies, many don't have the time or didn't have interest. Embers gave two proposals, one that included only Fire Place and the other to include other stations. Romero gave proposal for FirePlace, no interest in other properties. It was decided to table until references received from Embers and talk to Romero about lease fee renewal.
- Rick posed question to board on open 3-bedrooms. To allow one person move in with idea that someone may be placed if needed. It has also been opened up to other agencies. It was agreed to allow an outside agency to rent.
- Board would like individual email addresses.

### **Staff Report:**

- Fire Marshal and Prevention: Draft copy of code amendments presented. This will be brought to board in July for approval. There is a proposed change to require sprinklers be lowered to 3,000 sq feet. Jan is still waiting on dates City and County will adopt their codes.
- Operations Overview:
  - Recently neighboring agency had double fatality in fire.
  - Calls are about same as last year.
- Training Report:
  - Scott Arthur gave a rundown of training included in the staff report. There was a lot of opportunities to work with other agencies with swiftwater and ARFF.
  - Recruit class of 2022 are progressing well. They will do their final practical on Thursday for EMR and will be eligible to take their National Registry written. They will move onto S130/S190 online training, followed by field training and have started doing (3) day shifts per month in fire house. Anticipate for them to finish tasks book and wildfire courses by early fall. Looking at doing another recruit class at CMC in January.

### **CEO/Fire Chief and Good of the District:**

- Ukraine Gear Donation Update: Received a thank you letter. Rick is working to connect another company to donate further gear and equipment.
- North 40 Roofing Update: Project is going well.
- Retired Engines: One of the engines will be put on government auction. Reserve has been set at \$45,000. It was agreed to continue with auction, not donate it.

### **Old Business:**

- Aspen Village Housing: This was tabled last month. It was agreed to take this off agenda until further notice.
- Woody Creek Project: Rick gave a brief update.

### **New Business:**

- Special Meeting: Board would like to meet on Tuesday, June 21<sup>st</sup> at 11:00am to talk about property management and hold executive session to discuss HR assessment.

**MOTION: Motion by John to adjourn at 7:37pm. Parker second.  
Vote: All approved. (Michael had to leave at 6:59pm)**

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