

MINUTES
NORTH ROUTT FIRE PROTECTION DISTRICT
Board of Directors Meeting
61915 County Road 129, Clark, Colorado

January 11, 2022

The regular meeting of the Board of Directors of the North Routt Fire Protection District was called to order by President Warnke at 7:03p.m.

ROLL CALL

Directors Present:

Larry Williams, Vice President
Jim Standish, Secretary/Treasurer
Todd Zvorak, Director
Paul Slivon, Director (via ZOOM)

Directors Excused:

Steve Warnke, President

Also Present:

Chief Mike Swinsick
Lisa Lancaster, District Administrator

ADDITIONS TO AGENDA

None

PUBLIC COMMENT

None

EXTERNAL CORRESPONDENCE

Red Creek HOA as a collective donated over \$15,000 to the district, as well as other several individual donations.

APPROVAL OF PREVIOUS MEETING MINUTES

Director Slivon moved to approve the minutes of the December 14th meeting. Director Zvorak seconded, motion carried.

DIRECTOR REPORTS

Statutory/Regulatory/General Business

- District Boundary letter filed
- DLG 70 filed
- Transparency notice updated on SDA site, District Administrator Lancaster will send to other entities by 1/15.
- Budget is finalized, District Administrator Lancaster will combine all budget documents into one electronic file to upload to DLG website.
- A motion was made by Vice President Williams to establish the NRFPD website as the official posting place for the agenda of district meetings, Director Zvorak seconded, motion carried.
- A motion was made by Vice President Williams to designate NRFPD Station 2 61915 County Rd 129, Clark, CO as the emergency physical posting location. Director Slivon seconded, motion carried.
- Board member terms of office – Director Williams reviewed the spreadsheet that President Warnke sent out listing Board members and their terms of office. He believes there are some errors, and has brought those to President Warnke's attention.
- Secretary/Treasurer Standish is locked out of the district website, and is trying to get in touch with the state regarding the problem.

- Water for Station 2 building comes from the State Park water system. Chief Swinsick explained how the system is structured, which includes a backflow preventer that is underground. The state has mandated that these backflow preventers cannot be underground. Chief Swinsick is exploring options, as bringing it above ground is a big process. Chief Swinsick's initial estimate in terms of cost to do this is at least \$10,000. Vice President Williams made a motion to give Chief Swinsick permission to work on the requirements to build a heated structure for the backflow preventer, Director Zvorak seconded. Work will need to be done in the summer. Also considerable discussion regarding dry hydrants. Director Slivon would like to see the district pursue action from Steamboat Lake State Park.

Financial

- The transaction list was reviewed. Director Zvorak moved to approve the transaction list. Sec/Treas Standish seconded, motion carried.
- Volunteer pension grant money received by the state.
- Audit engagement letter has been received from Chris Catterson, and Chief Swinsick will get that back to Catterson shortly.
- Capital plan status update – as a reminder there were only two items – the Pyro Lance and refitting Engine 3-3 with an updated drive line and pump system. The refitting was deferred to 2023, and the Pyro Lance, due to cost, has been deferred indefinitely.

Community and Intergovernmental

- The thank you letters to the Vista Verde dinner attendees are printed and ready to be mailed.
- Director Zvorak still needs to get an official thank you letter to Vista Verde for hosting the dinner. The gratuity was discussed, and it was determined that we would go ahead and cut a check for \$600 that Director Zvorak will send with the letter.
- Newsletter – postponed to next month.

FIRE CHIEF REPORT

Call volume –

Currently at 3 calls for service ytd (vs 3 ytd 2021), 1 Fire/Rescue related, 0 Cancelled Enroute, 1 false alarm, 1 Structure Fire, 0 Unauthorized Burn, 0 Wildland, 0 MVA, 1 EMS total- 1 BLS TX, 0 ALS TX, 0 CPR calls, 0 refused care, 0 Event Standby.

Wildland Fire Statuses-

No active fires.

Equipment Status-

All apparatus in 100% working order.

Personnel-

We now have 3 hourly FTE on duty (in training) giving us 5 total in house weekdays at this point. Volunteer roster is down to 9 members, total roster is 14 staff. 5 paid, 9 volunteer, 3 personnel hourly FTE. 2 members on medical LOA. 1 seasonal (done).

Director Williams did some research regarding competitive fire district wage and salary information. He pulled a list of all the counties in Colorado, and subsequently a list of each fire district. Out of the 64 counties, he came up with 58 fire districts, and will narrow it down to 15 that most resemble ours. He will then compare compensation, mill levies, benefits, etc. He will have some information in the next few months.

OLD BUSINESS

None.

NEW BUSINESS

Discussion, review and adoption of revised Member Handbook. Director Slivon had a couple of questions regarding the language regarding discrimination. Chief Swinsick has been back and forth with the attorney multiple times to revise and review. Somewhere in the exchange a lot of corrections reappeared in the document. Chief Swinsick needs to review and finalize when he has a couple of hours.

OTHER ITEMS TO COME BEFORE THE BOARD

None

ADJOURNMENT OF REGULAR BOARD MEETING

Director Zvorak moved to adjourn the meeting at 9:00pm, Secretary/Treasurer Standish seconded, meeting adjourned.

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of the North Routt Fire Protection District, are a true and accurate record of the meeting held on the date first stated above.

Steve Warnke

February 8, 2022

Steve Warnke, President

Date

Jim Standish

February 8, 2022

Jim Standish, Secretary/Treasurer

Date