

**RECORD OF PROCEEDINGS
ROARING FORK FIRE RESCUE AUTHORITY
REGULAR BOARD MEETING**

February 18, 2020

Authority Board President Ed Van Walraven called the meeting to order at 8:31 a.m. Board members present were Ed Van Walraven, Leroy Duroux, Bill Boineau, Brian Olson and Irene Greiser via conference call. Others present were Chief Scott Thompson, Deputy Chiefs Pete Bradshaw, Kevin Issel and John Mele, Finance Director Jennifer Thompson, Human Resources Director Renee Thomas, Division Chief Richard Cornelius, Attorney Bob Cole via conference call, and Susan Herwick.

Minutes of January 21, 2020 Meeting:

Director Duroux made a motion to accept the minutes as read, the motion was seconded by Director Greiser. All were in favor and the motion carried 5 – 0.

Public Comments:

None

Attorney's Report:

Attorney Bob Cole stated that he was working on construction contracts and easement documents for the well at Station 46.

Chief's Report:

Chief Thompson stated that lots of work is being done on Station 46 in West Sopris Creek. We have hired Tom Newland to help with the planning steps at Pitkin County. We have also hired a Septic person to design a system that would work for us. We hired a Landscape Architect who has already found some problems with where we wanted to put the water tanks. The application for the well will be turned in to the State Water Division today. None of this work is reimbursable by the grant. We will use the \$200,000 that the Basalt & Rural Fire Protection District put into the project to pay for these projects. The cost of construction is \$1,800,000. The Sopris Mountain Ranch Homeowner's Association hasn't deposited their half of the money yet. Our contract with them states that they will have the money in the bank when we hire a contractor. Lots of discussion ensued. We have until 2021 to use the DOLA money that is in the grant.

Chief Thompson stated that when we went back to Pierce to do our final inspection on our two new engines, they did not pass inspection. Pierce will pay to fly us back out when the problems have been fixed. They have some quality control issues. Brian Benton has been a tremendous asset in this process. We found thirty-five items not to our standards. We are going to have a third party inspect our next ladder truck at Pierce's expense before we ever go out for a final inspection on it.

Deputy Chief Report:

Deputy Chief Pete Bradshaw presented the LOSAP retirement report for 2019 that lists everyone who is in good standing. The LOSAP program began in 2013 it is similar to a 457 plan. When the volunteer retires the money in this account will be theirs. We received letters of appeal from Marshall Murphy, Rebecca Sheehan, and Claudia Kirby. Lots of discussion ensued. Director Olson stated that we should allocate a certain number of hours for attendance in EMT and Firefighter I class that would qualify for the LOSAP program. Director Olson made a motion to approve the three letters of appeal with a caveat that something be added to the LOSAP requirements for EMT and FFI. Director Duroux second the motion and the motion carried 4 – 0. Director Greiser abstained from the vote as she couldn't hear the discussion in its entirety over the phone.

Deputy Chief Kevin Issel stated that we responded to two chimney fires recently and were able to save both structures. We also assisted the Aspen Fire Protection District with a structure fire in their District.

Kevin stated that our oldest ambulance is being sold today for \$29,000.

Kevin stated that he is still working on new signage for each of the stations.

Kevin stated that a skier died this week on Snowmass Mountain after falling into the half pipe.

HR Report:

Human Resources Director Renee Thomas stated that we conducted an assessment center for a full-time employee this last week. We have hired Paramedic/Firefighter Todd Fetter.

Renee stated that the budget has been approved for an addition to the Fire Prevention and Fleet Maintenance Divisions. We are working on a job analysis for the two positions needed. Then we will begin the hiring process.

Finance Report:

Finance Director Jennifer Thompson stated that the State has taken the date of RFFRA's inception as 2017 so we need to approve two resolutions requesting exemption from the audits for 2017 and 2018. Resolution Two for the Exemption from audit for 2017 was read. Director Olson made a motion to approve this resolution as read; the motion was seconded by Director Boineau and the motion carried 4 – 0. Resolution Three for the Exemption from audit for 2018 was read. Director Boineau made a motion to approve this resolution as read; the motion was seconded by Director Duroux and the motion carried 4 – 0.

Jennifer stated that the audit for all three Districts is scheduled for the first week in March. The majority of the items the auditors will need have already been sent to them electronically. All District assets have been moved to RFFRA.

Jennifer stated that Directors Mark Kittle and Leroy Duroux are up for reelection at B&RFPD and Directors Brian Olson and Drew Detrick are up for reelection at SWFPD. We need to have self-nomination and acceptance forms filled out and returned to Susan Herwick by February 28.

Board Comments:

None

Staff Comments:

None

Unfinished Business:

None

New Business:

None

Volunteer Meeting:

The next volunteer meeting will be held on March 3, 2020 at 6:00 p.m. Director Bill Boineau stated that he would attend this meeting.

Adjournment:

Director Boineau made a motion to adjourn the meeting, it was seconded by Director Olson. All were in favor and the motion passed 5 – 0. The meeting was adjourned at 9:12 a.m.