



## Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at 4:01 PM. The meeting was held at **Station 16** located at 8130 3<sup>rd</sup> St, Wellington, CO 80549 on **November 10, 2021**.

### Pledge of Allegiance

**Roll Call - DIRECTORS PRESENT - STORY, REED, PIERSON, SARNO**

*M/S SARNO/STORY to unexcuse Director Pettit's absence; voice votes unanimous.*

<b>Additions/Deletions to the Agenda</b>	<i>none</i>
<b>Conflicts of Interest</b>	<i>none</i>
<b>Correspondence</b>	<i>none</i>
<b>Public Comment</b>	<i>none</i>

### Guests or Presentations

- **Compliance Engine**

*Capt. Pettit provided a brief presentation to the Board of Directors regarding the implementation of Compliance Engine services to assist with annual inspections and fire code compliance.*

### Consent Agenda

- Regular Board Meeting Minutes for October 10, 2021
- Paid Bills and Reference Check Register
- Year-to-Date Budget
- Balance sheet

*M/S STORY/PIERSON to APPROVE the Consent Agenda. Voice votes unanimous; motion approved.*

### Chief's Report

*R. Gonzales provided an update on:*

- *Call volume, 83 calls in October, to date we are at 980 calls on the year and projected to exceed 1200 calls for the year.*
- *Fire Prevention was in October.*

*Interim Chief Patterson provided a brief update regarding:*



## Wellington Fire Protection District

- *Livermore Fire Chief passed away*
- *Working on finalizing the budget for December*
- *James Vincent Group has been onboarded and started work on the District's financials*
- *Looking to fill vacancies in Operations and evaluating the current recruitment list*
- *Met with Director Reed and PFA regarding recent changes to Operations*
- *Staff is working on policy development (PTO, Vacation, etc.)*
- *AFG Grant window is open and closes December 18*

### District Business

#### 1. Recruitment Firm selection

The Board of Directors discussed the requirements for hiring a CEO level position and the challenges for conducting such a process during this time of the year. Preference was expressed to revisit the discussion after the 2022 budget is adopted.

*M/S SARNO/STORY to table the recruitment firm selection to January Regular Board meeting. Roll call is taken.*

<i>Reed</i>	<i>NO</i>
<i>Pierson</i>	<i>YES</i>
<i>Pettit</i>	<i>-</i>
<i>Sarno</i>	<i>YES</i>
<i>Story</i>	<i>YES</i>

*One "No" vote, and Three "Yes" votes; Motion carries*

#### 2. Election Services Contract selection

A brief overview of the available election firms were presented to the Board including an estimate of costs for conduction a polling place versus a mail ballot election. Staff requested a motion to select a consultant firm and decide between conducting a polling place or mail ballot election.

*M/S STORY/PIERSON to select Community Resource Services to conduct the 2022 election and the District will conduct a polling place election. Voice votes unanimous; motion approved.*



### Wellington Fire Protection District

#### 3. Resolution 2021 – 07 RESOLUTION FOR LINE OF CREDIT

Chief Patterson provided a brief overview of why the District uses a Line of Credit and an overview of the process taken to select a bank to provide the line of credit.

*The Public Hearing was opened at 4:59 PM regarding Resolution 2021-07. No public comment was provided, and the Regular Meeting resumed at 5:00 PM.*

The Board had a brief discussion regarding the terms presented in the Board Packet. FNCB of Omaha provided the best terms to the District.

*M/S SARNO/PIERSON to ADOPT RESOLUTION NO. 2021-07 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WELLINGTON FIRE PROTECTION DISTRICT APPROVING A TAX ANTICIPATION REVOLVING LINE OF CREDIT FOR THE PURPOSE OF PAYING ON A TIMELY BASIS DULY BUDGETED AND APPROPRIATED EXPENSES OF THE DISTRICT FOR THE 2021 FISCAL YEAR with the First National Bank of Omaha. Voice votes unanimous; motion approved.*

#### 4. Impact fee account discussion

Staff has not yet moved the impact fee account per the direction of the Board from a Board Meeting in September. Director Sarno specified the impact fee account needs to be housed in a separate institution from the operating account. The operating account is at Pointswest Community Bank. The impact fee accounts need to be moved to First National Bank and complete the direction provided by the Board in September.

*M/S SARNO/STORY to move the impact fee account prior to the next Regular Board Meeting in conjunction with opening the Line of Credit, and any funds to be taken from the account require Board Member Reed and Board Member Sarno's signature. Voice votes unanimous; motion approved.*

#### 5. Non-potable agreement

*Staff presented a revised non-potable agreement to the Board of Directors that does not restrict where the District can purchase a water tap to service the emergency service to the non-potable system. The goal is to dedicate one of the taps from the Patterson Property Acquisition to serve the emergency backup for the non-potable system.*



## Wellington Fire Protection District

*M/S STORY/SARNO to accept and execute the non-potable agreement. Voice votes unanimous; motion approved.*

**6. Resolution 2021-06 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WELLINGTON FIRE PROTECTION DISTRICT AUTHORIZING THE ACCEPTANCE OF PROPERTY, SIGNATURE AUTHORITY, AND REIMBURSEMENT OF IMPACT FEES**

Staff presented Resolution 2021-06 to provide communication for the 2022 audit regarding the waiver of fees in lieu of cash for the property acquisition. Additionally, the resolution clarifies the signing authority for closing.

**The Public Hearing was opened at 5:21 PM regarding Resolution 2021-06.**

*Sara Standing asked for clarification and cost on the location of the property we are acquiring. Director Sarno explained the impact fee credit process. The cost for purchasing Outlot A with three taps are four reimbursements of impact fees already collected at \$69,500 each.*

**The Public Hearing was closed, and the Regular Meeting resumed at 5:24 PM.**

*There was a brief discussion regarding the use of the property after closing. The property can be used for training purposes and will not be leased or rented out to tenants. The water taps are valued at just over \$70k each. Chief Patterson is of no relation to the property the District is acquiring.*

*M/S REED/STORY to ADOPT RESOLUTION 2021-06 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WELLINGTON FIRE PROTECTION DISTRICT AUTHORIZING THE ACCEPTANCE OF PROPERTY, SIGNATURE AUTHORITY to Interim Fire Chief Patterson, AND REIMBURSEMENT OF IMPACT FEES. Voice votes unanimous; motion approved.*

### Other

**The Pension Board/Regular Board meeting to be held at Station 16 on December 8<sup>th</sup> starting at 4:00 PM.**

*Member Tuerffs was appointed to the Pension Board and will have to run for the Pension Board election if there are more self-nomination forms than seats available.*

**Adjournment** - *Director Reed/Pierson to adjourn the meeting at 5:29 PM. Voice votes unanimous; motion approved.*