

**WELLINGTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES**

8130 3rd St (Station 16)
Wellington, Colorado 80549
July 3rd, 2019 4:30 pm

Call to Order @ 16:36

Pledge of Allegiance

Roll Call

*Present: Director Reed, Director Pierson, Director Sarno
Director Story arrived at 16:37*

Director Pettit – unexcused absence Sarno/Pierson - unanimous

Director Pettit arrived at 17:54

Conflicts of Interest *None*

Public Notice *posted as legally required*

Additions/Deletions

- **Days Inn moved to Old Business**
- **Disposition on Auxiliary bank account**

Consultants/Guests/Others in Attendance

*FF Bickert
Lt. Evans
Lt. Martin
DO Schneeberger
FF Beckmann
FF Convey
BC Nathe
Capt. Pettit
Townsend, K
Gonzales, R
Chief Green
Macdonald, A*

Consent Agenda:

Minutes of June Board of Directors, Regular Board Meeting
Paid Bills
Reference Check register
Year-to-Date Budget.
Balance Sheet Review

M/S Sarno/Pierson to approve the consent agenda. Motion PASSED unanimously by voice vote

Staff Reports:

- Fire Chief Update: *Chief Green*
 - Personnel Lt process has closed
 - FF process just opened to create list
 - D/O promotional process soon
 - Impact fee update regarding the Town of Wellington, July 23rd it will go before the Town Board again and may impose a 5% administrative fee
 - Daycare code adoption was approved by the Town of Wellington with no changes

- HR/Finance: *Townsend, K - None*
- Communications Specialist: *Gonzales, R*
 - *Call numbers are a little down for the month and year to date*
 - *Social media numbers continue to increase*
 - *The IGA is no longer in force between the Town of Wellington and the Communication Specialist*
- Fire Prevention Bureau: *Pettit, E*
 - 2018 Code Adoption
 - *Daycare code adoption clarification*
 - *Sprinkler requirements*
 - *Food trucks are no being regulated by the Bureau*
 - *Update on current construction projects within the District*
 - *Working with Larimer County on finalizing code adoption*
 - *Days Inn – moved to Old business*
- Battalion Chief(s):
 - *BC Nathe – Engine 17 is at SVI and is expected to be back in service by November*

Presentation: *Macdonald, A*

- 2019 Special District Workshop updates
 - SDA Conference coming up the 18th-20th of September
 - Elections are now the opposite of the General election effecting Director Sarno and Pettit in the Spring
 - Electronic postings are now available for legal posting, Communication Specialist
 - Director Sarno asked about the District website, R. Gonzales anticipates separating our website from the Town in 2020
 - State Constitution information regarding fees, waivers and donations
 - Legislative update regarding future lobbying efforts for Special Districts

Old Business

- Disposition - Meeting postings, date and time

M/S Reed/Sarno to approved Regular Board Meetings to 4:30 PM, to provide electronic postings with courtesy physical postings in Town. Motion PASSED; voice vote unanimous

- Disposition - Waiver policy

A. Macdonald - the special event fee waiver policy was revised as directed by the Board and presented for approval.

M/S Sarno/Reed to approve fee waiver policy as presented by staff. Motion PASSED; voice vote unanimous

- Disposition - Facility Use policy

A. Macdonald - the Facility Use Policy was revised as directed by the Board and presented for approval. Director Reed asked that section "A" be removed for clarification. Director Reed directed that the facility information to include occupancy load for useable spaces. Chief Green requested that specifics regarding ADA accessibility be added as well.

M/S Story/Pierson to approve the Facility Use Policy with purposed changes. Motion PASSED; voice vote unanimous

- Days Inn – Fees and Fines

Capt. Pettit provided an update on the status of the Order to Comply items for the Days Inn. Court date will be in early August. Calculated fine based on Staff time and Engine response to false alarms, and legal fees to be approximately \$1800. Director Sarno would like an agenda item in August regarding court citations.

M/S Sarno/Reed motion that fines are to be assessed in concert with the approved fee schedule and to include the legal and court fees. Motion PASSED; voice vote unanimous

New Business

- **Disposition of Auxiliary bank account**

A. Macdonald -The articles of incorporation documents for the Auxiliary state that any funds still in possession of the Auxiliary at the time of dissolution be released to the WFPD. The funds collected by the Auxiliary were intended for a specific purpose. Further discussion was provided about the status of a foundation. A. Macdonald has attempted to retrieve operating documents and accounting since April of 2019 to no avail.

Director Story asked if the funds could be legally accepted by the District.

Director Sarno stated the original intent of the Auxiliary collecting funds was to maintain and keep the antique apparatus vehicles running and that should be honored moving forward.

DISCUSSION regarding that if the District provided future funds to a foundation that they would be specifically earmarked for specific purpose.

Chief Green provided background information regarding the Auxiliary transition since he started with the District. A. Macdonald attending the June 2019 meeting for funds to maintenance "Old Red" which was denied by the Auxiliary.

M/S Reed/Pettit motion to APPOINT the Treasurer and Chief Green the authorization to handle the Auxiliary account at First National Bank as needed. Motion PASSED; voice vote unanimous

Other

Director Sarno announced that we were awarded a grant for approximately \$10,000 for new AED equipment. FF Convey provided specifics regarding the status of the current AED units and the benefits these will bring to the District. Director Sarno stated that District will need to be sure and set aside our match portion for the grant award.

Director Reed requested that District insignia shirts be presented at the next meeting for Directors

Calendar

June 30th Deadline for auditor to submit report to District Board
July – Review dates for budget meeting (District Board)
July 30th – Audit submission deadline to State
September 30th, 4-7 PM @ Biergarten- Budget Retreat
SDA Conference 9/18-20 @ Keystone

Executive Session -none

Adjourn

M/S Sarno/Reed motion to ADJOURN at 18:30. Motion PASSED; voice vote unanimous