

Wellington Fire Protection District
Minutes of the Regular Board Meeting

Opening

The regular meeting of the Wellington Fire Protection District was called to order at approximately 1607 pm on May 6th, 2020 in Station 16 located at 8130 3rd St, Wellington, CO 80549. Virtual access is provided via Zoom:

Virtual Access:

(<https://zoom.us/j/612962925> or find your local number to dial in: <https://zoom.us/u/abw0Gabs4n>)
Meeting ID: 612962925

Roll Call 16:07 – Present Director Pierson Director Pettit, Director Story, Director Sarno. Director Reed

Oath of Office for Incumbents & Chair Appointments

Director Pettit took the Oath of Office with Director Reed presiding.

Director Sarno took the Oath of Office with Director Reed presiding.

Nominations for Treasurer - *Director Pierson nominated Director Sarno for the position of Treasurer. Second by Director Pettit. Voice vote unanimous, motion APPROVED*

Nominations for Secretary - *Director Reed nominated Director Pettit for the position of Secretary. Second by Director Story. Voice vote unanimous, motion APPROVED*

Nomination for Vice President – *Director Pierson self-nominated for Vice President. Director Reed seconded. Voice vote unanimous, motion APPROVED*

Nomination for President – *Director Pettit nominated Director Reed for President. Director Story seconded. Voice vote unanimous, motion APPROVED*

Addition/Deletion to the Agenda-*Added Oath of Office and Correspondence.*

Conflicts of Interest- *None*

Correspondence- *Wellington Ministerium Commendation and Meritorious Achievement for A. Macdonald*

Consent Agenda

April Regular Board Minutes
Check register
Balance Sheet
YTD Budget

M/S Consent agenda SARNO/PIERSON- voice vote unanimous; motion APPROVED

Open for Public Comment

Three minutes open for a community member or resident of the District to comment on items not listed on the agenda

Guests/Presentations

[Training Facility Presentation](#) – Battalion Chief Dority

[Aerial Apparatus Presentation](#) – Battalion Chief Hobbs

District Business

1. COVID19 Update

DIRECTOR REED asked about the needs of the local food bank. DIRECTOR SARNO provided clarification about the partnership and grant from Larimer county.

CHIEF GREEN – 8 weeks in and we are starting to contract the incident command chart. Cody Bird will be replacing Chief Nathe as the Command Chief next week. Emergency Management is evolving in the community. 13 cases, 0 - fatalities proving we are well below projections. Communication and overall relationships have improved significantly between the Fire District and the Town of Wellington (TOW).

CHIEF NATHE – There is a night and day difference in the development and participation from Town staff. The experience has been rewarding to see them adapt the ICS model. Town staff has been willing to learn the ropes on the fly.

CHIEF GREEN – Two BCs have been working closely with the TOW Public Works Director. This is important for a variety of reasons for the Fire Dist. regarding any water system or right of way needs with Public Works. Personnel has done a fantastic job in their involvement. Businesses continue to receive mixed messages from Dept. of Public Health. A. Macdonald has been officially elected and was withdrawn from the ICS system. Her relationship building along the way with the TOW has been beneficial. Businesses continue to receive mixed messages from State and County agencies.

DIRECTOR PIERSON requested clarification regarding the participation from County. CHIEF GREEN clarified the County of Office of Emergency Management and Pub. Health are running different operations which has its challenges. DIRECTOR PIERSON expressed concerns that the County was not doing enough outreach to the rural community in the District. CHIEF GREEN provided additional details about how the core of Fort Collins and PFA have separate programs running as well. We chose to go with a joint incident command system instead of an individual system. It served our community well during the event. Chief Nathe provided critical insight early on that the Public Works division of the Town as essential which was critical.

CHIEF HOBBS stated he appreciated the better flow of information and relationship building with the Town.

A. MACDONALD mirrored the success of rebuilding better communication and relationships with the Town.

DIRECTOR PETTIT asked requested clarification about communication being provided to the Public. DIRECTOR PETTIT wanted to be sure that other agencies and the community were aware of the collaboration between the Town and the Fire District. DIRECTOR PETTIT stated that it is important for the community to feel assured that they can count on us to provide the services we need. CHIEF GREEN clarified that R. Gonzales teamed up with the Town for the event to provide PIO services for the Town. Rachael has done an amazing job as she has in the past providing the communication on behalf of the Town regarding public relations for COVID19.

CHIEF GREEN provided an overview of the Infection Control Branch overseen by Capt. Convey. His actions will provide positive lasting results for better practices beyond the event.

CHIEF NATHE stated that most support is coming from community groups and A Macdonald. translating the lingo to the community groups. Town is doing a great job. Community outreach is providing the outreach commendations.

A MACDONALD commended R. Gonzales ability to wrangle and educate the Town and Community volunteers to unify messaging.

DIRECTOR REED -did we need to respond to any COVID cases?

CHIEF NATHE -we have responded to several, but most were post testing. Infection control measures prevented and protected staff from contracting the virus. We have had not ad any significant impacts to staffing at this time.

CHEF GREEN- we had a few staff members that were quarantined for other reasons such as international travel or showing similar symptoms. Capt. Convey was invaluable through this event and his precautions kept us ahead of the game. Batt. Chief Nathe and Capt. Convey took the lead and kept our best practices ahead of other agencies. A brief overview was given regarding administrative staff schedules.

DIRECTOR STORY commended the staff on their outstanding performance.

2. Capital Improvement Plan Adoption

CHIEF GREEN -this draft is a reiteration of a plan based on growth in the community and needs of the District as they exist today. 25 intersections Between GW Bush and 3rdSt. Heat map identifies 3 years of call volume on within the District. The proposal reflects a response from the outside in to address the growth and the center of Wellington in the timeliest manner possible. Improves ISO and will be an essential tool for Accreditation. PFA GIS Dept provided response maps of current and proposed changes. The mapping additionally justifies the proposed capital projects in the CIP. Future funding meetings will be necessary to implement an adopted plan. An adopted plan helps improves the chances of obtaining grant funding for CIP projects.

CHIEF GREEN reiterated the staff recommended timelines for acquisition and disposal of fleet and facilities.

DIRECTOR SARNO expressed his concerns regarding limitations for future apparatus needs and that the current station is lacking. Future planning for the replacement of Station 16 is necessary

CHIEF HOBSS shared that modern apparatus designs will be able to get the proposed aerial truck in the current station if necessary. Design changes and technology have changed since even the proposed apparatus was explored.

(TIME STAMP thumbs up (M. Maison) 6:32 (2hr42 min))

CHIEF GREEN this plan sets the direction for the department for the next 6-7 years.

**DIRECTOR REED -the impact on finances from COVID19 is unknown. Clarification was provided on what the current development looks like for the rest of 2020. A. Macdonald -growth has not slowed down; residential impact fees are steady and significant commercial development is scheduled for the 3rd and 4th quarter this year. So far, we have collected \$82,954 from the TOWN and \$7,252 from Larimer County.*

DIRECTOR STORY suggested that the unemployment figures should be of concern to the Realtor community, but houses are still selling, and developers are still building. CHIEF GREEN reiterated that our local community is highly populated with government employees, military, IT, and healthcare professionals live in our community. The small business community in the area is struggling.

CHIEF NATHE reinforced some changes to the IT industry and how heavily saturated our community is with essential tech services that are thriving at this time.

DIRECTOR SARNO expressed that the District has been spoiled with cash funding but thinks there needs to be a balance between reserves and financing. DIRECTION is to provide a reserve study as to what would be appropriate for the District.

DIRECTOR REED would like to see three months of Operating Costs in Reserves as the end goal.

CHIEF GREEN will be proposing a funding model that bases future capital funding expense to the impact fee fund. Any assets that we sell should go into the Capital Fund as well. At the end of the year funding would be isolated into a Capital Fund. Our debt service ideally should be funded through the Capital Fund using impact fees. Current debt service annually is \$37,000 plus \$23,000 if the proposed bunker gear is purchased. A request for any last-minute changes or elements should be presented before the next meeting so that the Plan can be prepared for public presentation.

DIRECTOR SARNO is comfortable moving forward with the current presentation.

DIRECTOR PIERSON is against the new Station 16 proposal because of PFAs growth and based on the visuals presented on the heat map. Additionally, the figures proposed for disposal do not seem accurate.

CHIEF GREEN agrees that Director Pierson's interpretation is correct for an inside out response plan.

A. MACDONALD the Town of Wellington Comp Plan and the "flex year" will help drive how and what property can be acquired for or disposed of at fair market value at that time. The plan is written in a way to allow for these variances.

CHIEF GREEN additional acquisition to fit the other needs of the District continue to be explored.

DIRECTOR PIERSON can go along with it as long as the plan will require approval for future plans.

DIRECTOR REED everything in the plan is needed at some point in time. When it can be funded and as priorities change it will serve as a good plan to start with.

DIRECTOR PETTIT the plan is on target. The next 18 months will yield a modifications and lots of future meetings for review. I support of the overall direction of the plan.

DIRECTOR STORY agrees with the plan if the District can show a plan to build reserves and prove the ability to make the future payments.

DIRECTOR SARNO asked about the development of the Sundance Annexation.

CHIEF GREEN clarified that DIRECTION is to proceed with the additional details for public presentation purposes. The future funding mechanisms will be evaluated year-to-year and project-to-project.

3. Present Resolution 2020-04 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WELLINGTON FIRE PROTECTION DISTRICT AUTHORIZING THE SALE OF REAL PROPERTY AND NAMING THE FIRE CHIEF AS AUTHORIZED AGENT TO COMPLETE THE TRANSACTION

DIRECTOR SARNO requested a Board Member be added to the Resolution. DIRECTOR PETTIT agreed to

designate the TRESURER as the authorized signatories for the sale of CR 82.

DIRECTOR STORY provided this is a unique property and a value range could be beneficial listing with a range for strategic pricing purposes.

DIRECTOR SARNO list for \$350,000

Price is approved through Resolution for disposal. But further negotiation could be tabled for executive session after the public comment. Chat was encouraged.

4. Public Hearing for Resolution 2020-04 Sale of District Owned Property

MS REED/SARNO to enter Public Hearing for 2020-04 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WELLINGTON FIRE PROTECTION DISTRICT AUTHORIZING THE SALE OF REAL PROPERTY AND NAMING THE FIRE CHIEF AS AUTHORIZED AGENT TO COMPLETE THE TRANSACTION

M/S SARNO/STORY to MOVE of Resolution 2020-04 to after Executive Session. Voice vote unanimous, MOTION APPROVED.

5. Asset Disposal

- a. 1996 Luverne Fire Engine (Engine 12)
- b. 1999 Ford Fleet Truck

DIRECTOR SARNO asked for clarification on disposal of disposal process. CHIEF GREEN provided the public and open process options outlined as best practices.

M/S SARNO Asset disposal of agenda item "Asset Disposal"

DIRECTOR PETTIT - RECORD OF DISPOSAL FORMS INSERT INTO MINUTES

6. **Present Resolution 2020-05 RESOLUTION TO EXECUTE LEASE PURCHASE AGREEMENT FOR BUNKER GEAR**

A. MACDONALD no additional collateral is needed for the purchase. They have what they need from the Rehab of the Engine.

M/S SARNO/STORY to open the Public Hearing for Resolution 2020-05 at 7:46 PM. Voice vote unanimous, MOTION APPROVED.

7. Public Hearing for Resolution 2020-05

No public chat or comment noted.

M/S Reed/Pierson close public hearing and resume the regular meeting. Voice vote unanimous, MOTION APPROVED.

8. Disposition of Resolution 2020-05

CHIEF GREEN provided details about the current District debt obligation. The other obligation is being fully funded by impact fees. WE will utilize similar mechanisms to upgrade our gear to meet current needs. 30k is dedicated each year, the payment is significantly less which will allow us to get ahead of our Quarter Master plans for bunker gear and the safety of Firefighters.

M/S REED/SARNO 2020-05 RESOLUTION TO EXECUTE LEASE PURCHASE AGREEMENT FOR BUNKER GEAR as present on the Resolution.

9. Station Alerting System Discussion

CHIEF GREEN described the current alerting system and its severe disrepair. The District believes that we can use impact fees to fund a new station alerting system.

DIRECTOR SARNO asked for clarification on the timing. CHIEF NATHE presented that the timing benefits would yield significant cost reductions to the District. Aligning with other agencies for the software installation could save the District to the tune of \$200k. LETA will be providing the additional cost savings if multiple agencies stand up the system at the same time. The benefit to the community is that it will reduce communication times from 60 sec to 3 minutes for call processing. CHIEF GREEN the debt obligation to the District will be 25k a year.

DIRECTOR SARNO reminded the Board that about 70k was dedicated for the project this year alone. If we finance a portion of it, the District will actually save some money based on this year's budget.

DIRECTORY STORY is excused from Regular Meeting.

10. Pedestrian Crosswalk Update and Disposition

A. MACDONALD asked the Board if there were questions relative to the Staff notes. CHIEF GREEN provided highlights on the staff recommendation and communication with Town staff relative to the project.

CHIEF GREEN this was a knee jerk reaction to a tragedy that occurred in Fort Collins. We can address some of these things, but they really need a deeper look.

DIRECTOR PIERSON and DIRECTOR SARNO suggested the Board continue with the original motion to pay no more than the previously approved amount for emergency response signaling. DIRECTOR DIRECTION reached a consensus.

Other and Calendar Items to Share

None

Executive Session

M/S REED/PETTIT @ 20:15 to Enter Executive Session - §24-6-402(4)(a), C.R.S., Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest and §24-6-402(4)(f), C.R.S., Personnel matters, regarding the Fire Chief. Voice vote unanimous, excluding Director Story. MOTION PASSED.

M/S REED/PIERSON @ 20:43 to Exit Executive Session and resume the Regular Meeting. Let it be known that no decisions were made - §24-6-402(4)(a), C.R.S., Concerning the purchase, acquisition, lease, transfer, or sale of any real,

personal, or other property interest and §24-6-402(4)(f), C.R.S., Personnel matters, regarding the Fire Chief. Voice vote unanimous, excluding Director Story. MOTION PASSED.

Regular Meeting

I. Disposition of Resolution 2020-04

M/S SARNO/ to APPROVE Resolution 2020-04 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WELLINGTON FIRE PROTECTION DISTRICT AUTHORIZING THE SALE OF REAL PROPERTY AND NAMING THE FIRE CHIEF and TRESURER AS AUTHORIZED AGENTS TO COMPLETE THE TRANSACTION at 3019 County Rd 92, Wellington CO, list price to be the same as 385, 000 and 72 hour window to accept offers through a Special Board Meeting if necessary. Voice vote unanimous, excluding Director Story. MOTION PASSED.

Adjournment *M/S SARNO/PETTIT @ 20:50 to adjourn the meeting. Voice vote unanimous, excluding Director Story. MOTION PASSED.*

Public Chat

16:10:14 From Jon Gaiter : *is there supposed to be sound?*

16:10:47 From Wellington Fire Protection District : *We will start momentarily. Thank you for your patience*

16:10:58 From Jon Gaiter: *sounds good*

16:18:21 From Wellington Fire Protection District : *We are experiencing internet issues. I apologize for the in and out connection*

16:32:18 From Rachael Gonzales to Wellington Fire Protection District(Privately) : *the sound just got really bad.*

16:32:33 From Wellington Fire Protection District to Rachael Gonzales(Privately) : *ok, its probably the internet*

17:45:52 From Jon Gaiter : *audio is gone*

17:48:56 From Jon Gaiter : *on my end never mind*

18:32:17 From 17 House : *Thumbs up from Max*