



Wellington Fire Protection District REGULAR BOARD MEETING MINUTES

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at 4:02 PM. The meeting was held at **Station 16** located at 8130 3rd St, Wellington, CO 80549 on **October 13, 2021**.

Pledge of Allegiance

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

~~M/S REED/STORY to excuse Director Pettit's Absence. Voice votes unanimous; motion approved. DIRECTOR PETTIT arrived at 5:39 PM.~~

Additions/Deletions to the Agenda

Formal Commendation Presentation for Rachael Gonzales and Wellington Fire Protection District for the Cameron Peak Fire Response in 2021.

Conflicts of Interest

1. **Executive Session pursuant to Section 24-6-402(4)(b), C.R.S.**, for purposes of conferencing with the District's attorney to receive legal advice on specific legal questions related to District policies and recent changes under the Equal Pay Act.

M/S REED/STORY to enter Executive Session pursuant to Section 24-6-402(4)(b), C.R.S., for purposes of conferencing with the District's attorney to receive legal advice on specific legal questions related to District policies and recent changes under the Equal Pay Act at 5:25 PM. Voice vote unanimous; motion approved. The Board of Directors and legal counsel were present for the Executive Session.

M/S REED/STORY to exit Executive Session and resume the Regular Board Meeting at 4:07 PM. Voice vote unanimous; motion approved.

Correspondence - none

Open for Public Comment - none

Guests or Presentations

- *Sage Benefits - Employee Benefits Presentation by Nora Cook*
- **Operating Budget Presentation** to submit the proposed budget to Board of Directors. §29-1-105, C.R.S
- **CIP Budget Presentation** to submit the proposed budget to Board of Directors. §29-1-105, C.R.S
- **2nd Triennial Report presented**

Consent Agenda

- Special Board Meeting Minutes for September 2, 2021
- Regular Board Meeting Minutes for September 8, 2021
- Special Board Meeting Minutes for September 16, 2021
- Special Board Meeting Minutes for September 28, 2021
- Special Board Meeting Minutes for October 5, 2021
- Paid Bills and Reference Check Register
- Year-to-Date Budget



Wellington Fire Protection District

- Balance sheet

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

Chief's Report

- *Chief Patterson provided updates on the line of credit applications*
- *R.Gonzales provided a brief update on the current call volume*

District Business

1. Employee health benefits – See Presentations

M/S STORY/PETTIT to APPROVE the proposed employee health benefit plan. Voice votes unanimous; motion approved.

2. Employee Handbook

The last Employee Handbook was approved by the Board of Directors May 9th, 2018. The handbook draft included in the packet was presented WFPD Staff Meeting during all staff meeting June to provide feedback or comments. An updated Employee Manual was presented to the Board of Directors for consideration and tabled at two September Board meetings. There was a discussion regarding the Vacation Time and Paid Time Off (PTO) policy in the handbook and the financial impacts to the District as an unfunded liability. The Board would like to see a policy developed that encourages use of time and limits carry-over to cap at 40 hours.

M/S REED/PETTIT to APPROVE the Employee Handbook with the understanding that a revised Vacation/PTO policy be presented to the Board of Directors before the end of year 2021. Voice votes unanimous; motion approved.

3. Patterson Amendment

The property owner requested an extension to the closing date for the Patterson property acquisition for later in November.

M/S SARNO/STORY to APPROVE the second amendment to extend the closing date for the Patterson property closing. Voice votes unanimous; motion approved.

4. Procurement Policy

The current procurement policy does not align with District Bylaws. Direction was given to Staff to present a revised procurement policy that aligns with District Bylaws at a future meeting.

5. 2022 Election

a. Mail ballot vs. Polling Place



Wellington Fire Protection District

b. Consultant firms RFP

Staff will present competitive bids at the November Regular Board of Directors meeting. The Board expressed a desire to select the most cost-effective firm for the process.

6. Fire Chief Hiring Process RFP

The proposed procurement policy changes that align with District bylaws do not require the District to perform an RFP for selecting a recruitment firm for the Fire Chief hiring process. Staff will present competitive bids at the November Regular Board of Directors meeting.

7. Virtual broadcast for Open Meetings

Staff made a recommendation for future meetings be recorded and uploaded to the District's website or YouTube to improve transparency to the public, encourage social distancing and to give staff the ability to participate or be better informed about District Board meetings. There were no concerns expressed by the Board regarding the proposed change to board meeting procedures.

Other

M/S PETTIT/REED to schedule a Special Meeting or Work Session for November 3rd, 2021 at Station 16 to start at 5:00 PM for additional budget development presentations. Voice votes unanimous; motion approved.

Calendar Items

Adjournment

M/S PIERSON/REED to adjourn at 7:31 Voice votes unanimous; motion approved.