

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

8130 3<sup>rd</sup> St, Wellington, CO 80524 - Station 16  
August 7, 2019 4:30 pm

**Call to Order @ 4:30 PM**  
**Pledge of Allegiance**  
**Roll Call**

*M/S Reed/Pierson all Directors as present. Motion PASSED; voice vote unanimous*

**Conflicts of Interest** *none*  
**Public Notice** *posted as legally required*

**Consultants/Guests/Others in Attendance:**

Anton Collins Mitchell, Randy Watkins  
FF. Convey  
FF. Schneeberger  
Lt. Martin  
D/O Netik  
B/C Rupert  
Lt. Evans  
FF Bickert  
FF. Hill  
K. Townsend  
R. Gonzales  
Capt. Pettit  
Aaron Rudisill,  
Michael Bean, 7903 Pheasant Run Ln., Wellington CO 80549

**Additions/Deletions**

- Public Comment – Michael Bean, Jelly Bean Daycare
- Year-to-Date Budget – *pulled to Old Business*
- Balance Sheet Review - *Pulled to Old Business*

**Public Comment**

*Resident, Michael Bean (7903 Pheasant Run Ln), with Jelly Bean Daycare, addressed the Board with comments regarding District requirements for in-home daycares wanting to operate with more than five children in care. Provided comment on the fee amount and enforcement.*

*Chief Green commented the operational permit fee is in alignment with the adopted fee schedule. Other jurisdictions are strictly limiting in home childcare to no more than five children in care. Other fire jurisdictions do not allow for more than five in care under any circumstance.*

*Director Sarno asked about state daycare licensing requirements for number in care. Chief Green commented the District code adoption worked toward mitigating the concern for the number of children in care and to be less restrictive than other jurisdictions. Division of Fire Prevention and Control is involved in the committee at the State and is considering more restrictive in-home daycare requirements. Director Story commented the code adoption was in the best interests for the safety of the children in care.*

**Consent Agenda:**

Minutes of July 2019 Board of Directors Regular Board Meeting  
Paid Bills  
Reference Check register

*M/S Sarno/Story to approve Consent Agenda. Motion PASSED; voice vote unanimous*

**Staff Reports:**

- Fire Chief Update: *Chief Green*
  - *Impact Fees within Town of Wellington are in effect. Larimer County adoption is in process and any delay in implementation is administrative driven. Director Sarno inquired about fees waived in the past between the Town of Wellington and the District. Chief Green responded that an IGA has been drafted in the event further fee exchange discussions arise.*
  - *Two firefighters will be going through a regional Fire Academy at the Front Range Fire Consortium. The cost is \$14,000 per student and will be offset through a two-year employment contract, in parallel with how paramedic school was handled at the Department previously.*
- HR/ Finance: *K. Townsend*                    **none**
- IT/PIO/Communications Specialist: *Gonzales, R*
  - *Social Media and Website update*
  - *Century Link Internet Fiber Project is complete*
  - *Call volume down from last year*
- Fire Prevention Bureau: *Capt. Pettit*
  - *Currently 77 Active Permits*
  - *245 Occupancies*
  - *Days Inn*
  - *Wellington Flower Shop*
  - *Special Events*
- Battalion Chief(s): *BC Rupert /BC Nathe*
  - *Engine 17 is at SVI anticipated date for back in service by November. PFA Reserve E27 is filling in for the District at no charge while District apparatus is being refurbished.*
  - *Potential insurance claim in process for roof repair*
  - *Town of Wellington Public Works Department restriped the parking lot*
  - *Facilities are being evaluated for presentation of long-term plan to be presented at the retreat.*

**New Business**

- a.) **Audit Presentation** – Randy Watkins with Collins, Aton, Mitchell. *Overall it went well and has improved from previous years. Only deficiency was relative to lack of formal credit card policy with signed employee acknowledgement. Financial conditions overall have improved in comparison to the 2017 audit.*

*M/S Sarno/Pettit motion to APPROVE the audit as presented; voice vote unanimous*

**Old Business**

- a.) **Discussion - Budget retreat, September 30th, 4-7 PM @ Biergarten confirmed**

*A. Macdonald CONFIRMED arrangements for Budget Retreat for Board of Directors*

- b.) **Disposition – Court citations County or Municipal**

*No action taken.*

- c.) **Auxiliary status update**

*The Auxiliary has removed their items from the station and refiled their operating documents with the Secretary of State. DISCUSSION regarding the final separation details with the Auxiliary. Director Sarno inquired what will happen to the funds that were collected for antique apparatus if they dissolve in the future. Chief Green provided the Auxiliary is in complete control as to how the funds are distributed if they dissolve. The District has asked that the Auxiliary not use the District's name in future solicitations.*

**d.) Pulled Consent Agenda Items**

*DISCUSSION regarding agenda items pulled from Consent. Last month the fund balance forecast was positive, and this month is reflecting negative without any significant spending. Chief Green explained how the personnel and spending projections are calculated. The numbers that are presented are conservative and spending will slow significantly in the second half of the year. Chief Green noted that what was spent in the first half of this year is less than what was spent the same time last year. Pinnacle services are being reduced to just third-party periodic review.*

*M/S Pettit/Story to APPROVE the Year-to-Date Budget and Balance Sheet Review;  
voice vote unanimous*

**Other**

- a. Contact R. Gonzales off duty regarding election campaign costs.**

**Announcements**

**Calendar**

August 25 - County assessor certifies District's valuation for assessment  
September 4 – Pension Board Meeting  
September 18-20<sup>th</sup> - SDA Conference  
September 30th, 4-7 PM @ Biergarten confirmed  
October 15 - Budget submission due to Board, notice of budget and hearing must be posted prior  
November 16 - Begin 60-day window to provide annual transparency notice to electors

**Executive Session**

*none*

**Adjourn @ 6:49 PM M/S Sarno/Pettit Motion to adjourn, voice vote unanimous**