



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE

SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT

January 18, 2022

A meeting of the Board of Directors of the South Adams County Fire Protection District was held in person and via zoom meeting due to on-going concerns related to the spread of COVID-19 at the South Adams County Fire Protection District's Administrative Building, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 6:20 p.m.

Board Members Present:

Alex Fairfield	President
Sam Gillan	Vice President
Craig Machuga	Secretary
Debra Bullock	Director
Ernie Anderson	Treasurer

Also, Present:

Kevin Vincel	Fire Chief
Ken Koger	Chief of Support
Ron Fano	District Legal Counsel
Sandy Danne	Administrative Assistant
Kevin Kellar	Director of Information Technology

Absent: None

Guests: Maria Carabajal, Nick Bendinelli, R. Swann, Melissa Wartman, Melissa Rossback, Trey Zima, Grant Todack, Miles Miller, Augdon Greening, Michaela Bonenberger, Anthony Gianna, Doug Finkenbinder, RJ Fernandez, Alex Stone, Andrew Fairband and Station 24.

Pledge of Allegiance:

Public Comments: None.

Approval of Minutes:

Treasurer Anderson made a motion to approve the minutes of the December 21, 2021, Board Meeting, as presented in the Board packet. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

Changes/Addition to the Agenda: None.



Special Reports:

Chief Report on District Projects:

Chief of Support Koger reported that he's working on getting the Fleet Maintenance project closed out.

Station 21 Asbestos removal is underway.

Station 23 - Sprinkler system and men's bathroom repair is underway.

Station 25 - Chief Koger stated that he will be meeting with Northglenn Ambulance on Station 25 remodel. Remodel rooms for medics and future FD crew.

Station 26 - Fire sprinkler system install start up soon.

Chief of Support Koger gave an update on the Station 29 land. Legatto West is finalizing deals with 2 builders. Once in escrow, they can start discussions for Station 29.

Northglenn Ambulance Report:

Melissa Wartman with Northglenn Ambulance gave a brief report on December call volumes and response times.

Board Action Items:

Secretary Machuga made a motion to approve the Resolution calling regular Election - Polling Place as presented in the Board Packet. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

Treasurer Anderson made a motion to approve the 2022 Administrative Matters Resolution. Vice President Gillan seconded the motion. The motion was passed unanimously by roll-call vote.

Treasurer's Report:

Chief Vincel gave an update on the budget.

Treasurer Anderson made a motion to approve the December 16, 2021, to January 13 2022 bills. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

Legal Comments:



Attorney Fano shared a brief report on District Items he has been working on, including the Rosemary Street Widening project. Thanked Chief Vincel and all the firefighters who responded to the Marshall fire.

Chief Vincel Report:

Chief Vincel gave a report on the two fire apparatus accidents.

Chief Vincel reported that he is looking at alternative apparatuses that are less expensive than fire apparatuses to respond on accidents in bad weather conditions. He also reported that the Rescue has been activated to go on calls.

Chief Vincel shared gave a brief update on the Rosemary Street Construction. Negotiations are still in progress.

Chief Vincel gave a report on the Superior/Marshall fire.

Chief Vincel reported that the Haz-Cam mobile command unit will be in service by mid-year.

Chief Vincel reported that Reserve E22 finished with repairs from accident in 2021.

Cad to Cad: Chief Vincel reported it will go live the first week in April.

Heart to Heart Foundation: Chief Vincel reported that a fund of banked donated sick/vacation time has been set up for individuals who are suffering from an illness or injury that will deplete their own time, this bank will help cover shifts and hours. It has been set up for both the line and administration. Employees were very generous with their donating of their vacation and sick **time** to the fund.

Covid: Chief Vincel reported that the office was closed due to the outbreak of the Omicron **variant of the** virus after the first week back from the holiday break. The plan at this time is the office will open at 50% the week of January 24 and back full time the week of January 31. Chief Vincel reported that Covid testing is available for employees and their immediate families.

Chief Vincel gave a brief update on the injured firefighter from one of the accidents and on an employee out with **cancer**.

Chief Vincel shared his appreciation to everyone involved with the Awards Banquet and said PR Director Maria Carabajal has come up with a great idea on the fire district's anniversary with sending cakes to the fire stations on that day.

Deputy Chief of Operations Report:



Deputy Chief of Operations Noel was not in attendance so Chief Vincel updated the Board on various District projects included in the board packet.

Chief Noel is still working on the ISO books for the audit of 2022

Chief Noel has set-up a meeting with Aurora Fire Operations Chief to talk about a mutual aid or automatic aid in the Tower Road area.

The Tower was in an accident on 12/31/21 during the snowstorm. No injuries. The Tower could be out of service for approximately 4 weeks.

Chief Noel and Chief Vincel are working on a high wind/dry weather event response.

Chief Noel's report said there will be a weather response plan in operation in the next few days.

Chief Noel's report said he had a meeting with NGA on improving training and now have SACFD training and NGS training working together.

Chief Vincel reported that Chief Noel researched and found that no units for SACFD are in the WEB EOC. Therefore, SACFD is never requested to help in major incidents. Chief Hackbarth is currently working on getting SACFD units' status in the WEB EOC.

Chief Noel's report stated that engines 21 and 22 are in service running out of station 22 until station 21 is ready. Squad will now run out of station 24.

Operations Recognitions:
Engine 27 for going and helping with the Marshal Fire.

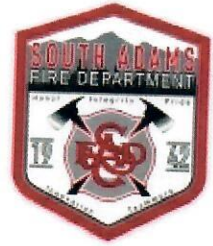
Significant calls:
SACFD reached 10,180 calls for the 2021.

Board of Directors Report/Comments:

The District Board shared their appreciation with all staff and crews for all their hard work and shared their best wishes for the firefighters injured and fighting cancer. The District Board thanked Chief Vincel for his forward thinking on future with alternative apparatus for accidents.

President Fairfield, due to the scope of the size of the department, he proposed a second monthly meeting as a study session via Zoom the first Tuesday of each month starting in February. Attendance is not mandatory.

Executive Session:




Vice President Gillan made a motion to go into Executive Session pursuant to C.R.S. 24-6-402(4)(b), to receive legal advice regarding discussion on proposal for URA revenue sharing related to Sand Creek Business Area Urban Renewal Authority and addressing issues with Northglenn Ambulance contracts. Treasurer Anderson seconded the motion. The motion passed unanimously by roll call. The Board went into Executive Session at 8:02 p.m.


Treasurer Anderson made a motion to adjourn the Executive Session. Secretary Machuga seconded the motion. The motion passed unanimously by role call. The Board came out of Executive Session at 9:20 p.m.

The regular Board meeting readjourned at 9:21 and following a brief explanation by Chief Vincel, the board agreed to reinstatement of the old sick leave policy (no prorating).

Adjournment: With no further business to come before the Board, Director Bullock made a motion to adjourn the meeting. Vice President seconded the motion. The motion passed unanimously by roll call.

The meeting was adjourned at 9:25 p.m.

x 
Alex Fairfield
Board President 02/15/2022

x 
Craig Machuga
Board Secretary 02/15/2022