

Minutes
Lake Dillon Fire Protection District
Tuesday March 19, 2013 – Station 8

Call to Order:

The Regular meeting of the Lake Dillon Fire Protection District Board of Directors was called to order at 8:00 AM by President Jerry Peterson.

Roll Call:

Board Members present were Jerry Peterson, Linda St. John, Jim Cox, Larry Gilliland and Rob Sollenberger. Staff members in attendance were Chief Parmley, Deputy Chief Berino, Assistant Chiefs Greene, Farrell and Skulski, BC Kelly Wagner, Steve Lipsher, Matt Scheer and Linda Boucher. Others present for portions of the meeting were the Station 8 A-Shift crew, Chaplain Ken Rice, and Ward Jackson, a citizen of South Forty Subdivision.

Changes to Agenda:

Item 5.C. Salary Grade Update by Matt Scheer was added.

M/S/P St. John and Cox to approve the agenda.

Vote: All in favor, none opposed.

Consent Agenda:

Approval of Minutes – February 19, 2013 Regular Meeting Minutes and the February 19, 2013 Special Meeting.

A motion to accept the Almont Associates report and pay the bill had been omitted from the minutes of the Special Meeting and will be corrected.

M/S/P Gilliland and Sollenberger to approve the minutes with the change.

Vote: All in favor, none opposed.

Approval of Warrants – February 2013/March 2013. After responding to some questions on specific vendors:

M/S/P St. John and Sollenberger to approve the Warrants as presented.

Vote: All in favor, none opposed.

Financial Report for All Funds – February 2013.

M/S/P Sollenberger and Cox to approve the Financial Reports as presented.

Vote: All in favor, none opposed.

New Business:

Financial Policies: Boucher presented drafts of the Financial Policies and asked the Board for input. At least two more policies will be drafted for

next month. Upon approval these policies will comprise a new section in the SOP/Policy Book.

Wildland Fire Season: Chiefs Parmley and Berino presented an update and outlook for the wildfire season.

Salary Grade: Scheer presented the updated Salary Grade spreadsheet proposing a new minimum and maximum range. The Board asked for a report on how we compare to other entities of our size on benefits as well as salary and tabled the item until next month.

Staff Reports:

Summit Fire Authority: Nothing in addition to written report.

Wildfire Council: Next meeting is Thursday 3/21.

Administration: Nothing in addition to written report.

Human Resources: Scheer reviewed the promotions done in the past month.

Community Services Bureau: Skulski noted the big project starting soon is an 8 building, 64 unit complex being built by the Catholic Archdiocese adjacent to the existing Sierra Madre complex.

Support Services: Farrell reported that he is working with Summit County Communications to resolve ongoing radio interference problems on both the Emergency Services and Command 3 channels.

Operations: Greene reported that a meeting with the Rosenbauer representatives on Monday resolved issues with the foam system and the generator that had arisen with the new engine that is on order.

Deputy Chief: Nothing in addition to the written report.

Chief: In addition to his written report, Chief Parmley reported that ISO has distributed new information indicating that they will award points for community risk mitigation which had not counted in the past.

Unfinished Business:

Deed Transfer: Jerry Dahl, attorney for Town of Silverthorne has sent a letter to Stewart Title with information that may enable the title company to ignore the deed restriction and issue title insurance.

Silverthorne Urban Renewal: Peterson and Parmley attended the town council meeting and the Town voted to go ahead with the adoption of the revised Urban Renewal Plan without reference to the TIF impact to the Fire District. Mayor Koop has sent a letter to the District stating that when a project is proposed they will consult with us at that time to determine if the District requires funding out of the Tax Incremental Finance Fund.

Consolidation: Boucher presented the After Action Report with the top four issues summarized but all comments that were received from the 8 staff and 2 Board members were included in the report verbatim.

Strategic Plan: Berino presented the team assignments and a suggested format for the Strategic Plan as well as a tentative timeline. The Board concurred with the plan and the timeline. Jim Cox volunteered to participate on the Community Survey Team and Rob Sollenberger on the External Stakeholder Team.

Performance Review of Chief: Board members will complete the evaluation sheets prior to the April 16th Board meeting and will discuss in Executive Session at that time.

Board Comments:

Parmley and Cox will not be at the May meeting.

Parmley asked if the Board preferred holding the Retreat on a separate day from the regular meeting in June but they prefer both on the same day.

Adjournment:

M/S/P Cox and Sollenberger to adjourn the meeting at 10:29 AM.

Vote: All in favor, none opposed.

Linda S. Boucher
Linda Boucher, Secretary

Approved this ____ day of _____ 2013.

Jerry Peterson, President