

**Minutes**  
**Lake Dillon Fire Protection District**  
**Tuesday April 16, 2013 – Station 10**

**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, Jim Cox, Larry Gilliland and Rob Sollenberger. Linda St. John was excused. Staff members in attendance were Chief Parmley, Deputy Chief Berino, Assistant Chiefs Greene, Farrell and Skulski, BC Travis Davis, Matt Scheer and Linda Boucher.

**Changes to Agenda:**

There were no changes to the agenda.

**Consent Agenda:**

Approval of Minutes – March 19, 2013 Regular Meeting Minutes.

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

Vote: All in favor, none opposed.

Approval of Warrants – March 2013/April 2013. A suggestion was made to include the legal fees associated with the microwave system in the capital project. After responding to some questions on specific vendors:

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

Vote: All in favor, none opposed.

Financial Report for All Funds – March 2013.

Director Gilliland suggested that the transfer to the Reserve Fund be done now as opposed to later in the year.

M/S/P Gilliland and Sollenberger to approve the transfer of \$500,000 to the Reserve Fund.

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

Vote: All in favor, none opposed.

**New Business:**

2012 International Fire Code Amendments: Chief Skulski presented the proposed amendments to the IFC for a first reading to familiarize the Board with the content. Skulski and his staff have been meeting with builders and architects to expose them to the changes. There will be a Public Hearing at the May Board Meeting at which time the Board may adopt the changes. After that, Summit County and the Towns will also have to adopt the amendments for them to be enforceable. After some questions from the Board and a brief discussion, the Board directed that the Public Hearing on the IFC Amendments be published in the Summit Daily News and held at 8:00 AM on May 21, 2013.

### **Staff Reports:**

**Summit Fire Authority:** SFA received \$15,000 from Northwest Colorado Council of Governments to inspect, update and recalibrate the spectrometer for Haz Mat. The recruiting process for the Citizens Fire Academy is underway.

**Wildfire Council:** Director Cox reported that Xcel is cooperating on clearing trees from their right-of-ways where power lines are located. The council is revisiting focus areas making note of accessibility and addressing issues.

**Administration:** Boucher reported the 2012 Audit will be presented at the May Board Meeting.

**Human Resources:** Scheer reviewed his report and answered some questions regarding pre-employment requirements. He is working on comparing benefits with other fire districts and will be assessing various health insurance plans for a possible change for January 2014.

**Community Services Bureau:** Skulski noted that they are seeing an uptick in new construction for this summer.

**Support Services:** Farrell reported that the equipment for the microwave project has arrived. The Station 8 boiler project has been delayed until the weather warms up.

**Operations:** Greene reported that the new engine process is on track and that the 2004 Pierce has been sold and will be picked up in the next week.

**Deputy Chief:** Chief Berino reported that he has been working with Scott Hoffman, Summit County Building Official, rewriting a chapter of the International Residential Code that would require defensible space for all new construction.

**Chief:** Summit County has received the draft report from Almont and expects the final report in two weeks. Chiefs from LDFPD, RWBFPD and CMCMD met this week to ascertain everyone's position on this but not to propose a counterplan. Chief Parmley spoke with Scott Vargo to squelch any rumors.

**Wilderness Facility** – Alpine Tree Services has inquired about renting a bay. Staff will see what they are looking for before committing to them.

**Employee Housing** – Per Jeff Huntley the County is not willing to change the deed restriction.

**Chubb Insurance** – They are not willing to sign an indemnification agreement with the County to protect the County and the fire districts. Other counties have run into this also. Homeowners who have Chubb Insurance may be upset if their teams are not allowed to protect their homes.

**Vehicle Replacement** – On the advice of Randy Miller, Fleet Manager, one of the Ford Explorers may need to be replaced and would require a capital budget adjustment. Chief Parmley proposed that the replacement be pursued in the 3<sup>rd</sup> quarter. Board authorization will be sought at the June meeting.

### **Unfinished Business:**

**Deed Transfer:** The ball is in the Town of Silverthorne's court. They are trying to satisfy Stewart Title to get title insurance. Town Manager is giving direction to get this done.

**Strategic Plan:** The Community Survey is almost ready to go out. This will be distributed in several ways including the on-duty response crews passing them out at local stores, HOA meetings, and on our website. Deputy Chief Berino reviewed the overall status and progress since the March meeting.

Chief Parmley will be recruiting approximately 10 community leaders and citizens to participate on the External Stakeholders Committee. A letter has been drafted and reviewed by the Bpard.

Financial Policies – The policies were presented for a second reading after incorporating comments received since the last meeting. Two more policies are in development.

Salary Range Schedule – Scheer presented the Salary Range Update. He asked the Board to approve this today as it would have no financial impact at this time. He will present another update supported by surveys that will be completed this summer to be approved for January 2014.

M/S/P Gilliland and Sollenberger to approve the Salary Range Update as presented.

Vote: All in favor, none opposed.

**Board Comments:**

There were no additional comments.

**Executive Session:**

An Executive Session was called at 10:35 AM for discussion of a personnel matter under C.R.S 24-6-602 (2) (f).

The Executive Session was adjourned at 11:00 AM.

M/S/P \_\_\_\_\_ and \_\_\_\_\_ to approve an annual increase of \$2,500.00 for Chief Parmley retroactive to January 1, 2013 and a one-time bonus of \$2,500.00.

Vote: All in favor, none opposed.

**Adjournment:**

With no further business to discuss the meeting was adjourned at 11:04 AM.

\_\_\_\_\_  
Linda Boucher, Secretary

Approved this \_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Jerry Peterson, President

