



**Board of Directors Meeting  
September 20, 2021  
Virtual: Zoom**

**Meeting Minutes**

**I. OPENING OF MEETING**

a. Call to Order.

The regular meeting of the Board of Directors of the Mountain View Fire Protection District was held on August 16, 2021, virtually and was called to order by President Christian at 6:26 p.m.

b. Roll Call.

The following Board members attended the meeting:

President Christian, Director McConnell, Director Whitlow, Director Bloom and Director DeVenny.

Other persons present were Fire Chief Dave Beebe, Deputy Chief Sterling Folden, Deputy Chief Jeff Webb, Finance Director Tonya Olson, Director of Administration Pamela Owens, Administrative Specialist Cindy Wible, Human Resources Manager Melissa Meehan, Captain Ed Siebert, Micah Arnold, Ben Carter, and Legal Counsel Adele Reester.

c. Pledge of Allegiance.

d. Approval of Agenda.

Director Whitlow moved to approve the agenda as written. The motion was seconded by Director Bloom and was unanimously carried.

**II. PUBLIC/MEMBER PARTICIPATION**

Ed Siebert, President of the IAFF Local 3214 Mountain View Professional Firefighters, updated the Board on activities that the Union has been involved in including the MDA Fundraiser. He updated the Board on the incident that occurred on the Antelope Fire in California. The crew is home safe, and the damaged truck arrived at maintenance today. An ongoing investigation is underway by the incident.

### III. CONSENT AGENDA

Director DeVenny moved to approve the Consent Agenda that consisted of the August 16, 2021, Mountain View Regular Board Meeting Minutes. The motion was seconded by Director Whitlow and was unanimously carried.

### IV. REPORTS

#### a. Staff Reports

Staff discussed the reports that were submitted in the Board Packet.

Deputy Chief, Jeff Webb, updated the Board on progress of repairs to Station 8.

Deputy Chief, Sterling Folden, added to Ed Siebert's update on the incident at the Antelope Fire in California.

Human Resources Manager, Melissa Meehan, expressed her appreciation to all involved in the promotion/hiring process that occurred over the last several weeks. Chief interviews are in progress for the top three candidates from each group. Ms. Meehan shared that she attended the ceremony on 9/11 at Station 6 in Erie and was impressed. Thanked those involved with organizing it.

Chief Beebe reported that he has completed crew meetings, he received positive feedback from the crews on the merger and the combined year.

### V. PRESENTATIONS

#### a. Request for Board Action: Disposal of Excess Equipment

Deputy Chief Webb reported to the Board that with the merger, the district has a lot of duplicate and reserve equipment that is no longer needed. Some items will be sold at auction and some equipment will be donated to departments that would benefit from the overstock. He is requesting the Board approve the disposal of this excess inventory. There was discussion about liability of the district when donating apparatus and other items. Legal Counsel Adele Reester informed the Board of the documentation involved in the process.

### VI. ACTION ITEMS

#### a. Consideration of the Request for Board Action: Disposal of Excess Equipment

**Motion:** Director McConnell moved to approve the Request for Board Action of the Disposal of Excess Equipment. The motion was seconded by Director Whitlow and was unanimously carried.

#### b. August Financials

Director of Finance, Tonya Olson, reported there were no significant changes to the reports for the month of August. Director DeVenny asked some clarifying questions. Director McConnell moved to approve the August 2021 financials. The motion was seconded by Director McConnell and was unanimously carried.

**VII. OLD BUSINESS**

a. Station 8 Update

Deputy Chief Webb gave the Board his updates on Station 8 in his staff report.

**VIII. BOARD MEMBER ITEMS**

Director McConnell thanked staff for the level of organization in the information being circulated, including the board meeting packets.

**IX. EXECUTIVE SESSION**

None

**X. ADJOURNMENT**

There being no further business to come before the meeting, Director Whitlow moved to adjourn the meeting at 7:00 p.m. Director McConnell seconded the motion, and the motion carried unanimously.

The foregoing minutes have been approved by the Mountain View Fire Protection District Board of Directors and constitute the official minutes of the meeting held on the date stated above.

*Laura McConnell*                      10 / 12 / 2021  
\_\_\_\_\_  
Vice President, Laura McConnell                      Date

*Colleen G. Whitlow*                      10 / 21 / 2021  
\_\_\_\_\_  
Secretary, Colleen Whitlow                      Date

## Action Items

### January 19, 2021

**Action:** President Christian added, in looking at the budget, and taking 2020 and the pandemic into consideration, he would like to see if we can get back to the District celebrating our achievements and recognize employees for outstanding performance more in 2021.

### February 24, 2021

✓ **Action:** President Christian asked for an update on the Communication Plan for 2021 at the March 15 meeting.

### March 15, 2021

✓ **Action:** After discussion, it was decided that President Christian and Director McConnell would meet with legal and Chief Beebe to go through questions. An updated version of the Bylaws will be presented at a future meeting.

✓ **Action:** Director Whitlow asked to include the board packets as part of the meeting notification on the District website.

### May 17, 2021

✓ **Action:** Director Whitlow requested an update on the Vista Property at the June board of directors meeting.

**Action:** President Christian requested a meeting be scheduled in June to start discussions about the mission and bylaws for the Mountain View Fire Foundation.

✓ **Action:** Set up quarterly meetings with Chief Beebe and two members of the board.

**Action:** President Christian requested Chief Beebe present the annual goals and objectives and how they tie into the Districts strategic plan at the June board meeting

### June 21, 2021

✓ **Action:** Ms. Olson had a meeting with the Weld County Assessor to discuss oil and gas revenues. They believe that the District may have seen the peak in revenues for oil and gas in 2019. Tonya will have an estimate on how that will affect the District by the next board meeting.

✓ **Action:** The board requested to have a copy of the Wildland Operations Plan and asked to have a brief presentation on it at the next meeting.

**Action:** President Christian would like to see a 1, 5 and 10-year plan for the Annex property. What it is currently being used as, how much it costs to maintain the property, value of the property and where the District is headed with it.

✓ **Action:** Director Whitlow requested a timeline for the preparation for the 2022 Budget.

**July 19, 2021**

**Action:** Tonya will get the process that Griffin RCM uses for collection items and the amount and how many claims get sent to collection per month.

## Motions

### January 19, 2021

**Motion:** Director Bloom moved to ratify the Medical Advisor contract for 2021, Director McConnell seconded. The motion was unanimously carried.

**Motion:** Director Whitlow moved to approve Resolution 2021-1 to adopt the Mountain View Fire Protection District Mission, Vision, Values Statement. The motion was seconded by Director McConnell and unanimously carried.

**Motion:** Director McConnell moved to approve Resolution 2021-2 Approving the Regular Board of Directors Meeting Schedule and Designating Posting Locations for Notices of Regular and Special Meetings. The motion was seconded by Director Bloom and unanimously carried.

**Motion:** Director Bloom moved to approve the Administrative Services Agreement between Rocky Mountain Fire Protection District and Mountain View Fire Protection District. The motion was seconded by Director DeVenny and unanimously carried.

### February 24, 2021

**Motion:** Director Whitlow moved to approve Investment Policy, AOG FI-0093, as corrected by Director DeVenny. The motion was seconded by Director McConnell and was unanimously carried.

**Motion:** Director Whitlow moved to approve the request of Finance Director Olson. The motion was seconded by Director McConnell and was unanimously carried. This is in reference to the list of bank signatories that Finance Director Tonya Olson reported on.

**Motion:** Director McConnell moved to approve the Carbon Valley Comprehensive Emergency Management Plan. The motion was seconded by Director DeVenny and was unanimously carried.

**Motion:** Director Whitlow moved to approve Resolution 2021-4 Authorizing Trade of Certain Apparatus with Neighboring Fire Protection Entities. The motion was seconded by Director McConnell and was unanimously carried. The date of the approval of the resolution will be corrected to reflect that it was approved on February 24<sup>th</sup> not the 18<sup>th</sup>.

**Motion:** Director Whitlow moved to approve Resolution 2021-5. The motion was seconded by Director DeVenny and was unanimously carried. The date of the approval of the resolution will be corrected to reflect that it was approved on February 24<sup>th</sup> not the 18<sup>th</sup>.

**Motion:** Director Whitlow moved to set the public hearing for the exclusion petition for 9295 Nelson Road and associated properties for the March 15<sup>th</sup> Mountain View Fire Protection District Board of Directors meeting. The motion was seconded by Director McConnell and was unanimously carried.

### **March 15, 2021**

**Motion:** Director Whitlow moved to approve the expenditures for the First In Alerting System. The motion was seconded by Director McConnell and was unanimously carried.

**Motion:** Director Bloom moved to approve Resolution 2021-3 adopting and amending the 2018 International Fire Code. The motion was seconded by Director Whitlow and was unanimously carried.

**Motion:** Director Whitlow moved to approve the exclusion request from the David E. Chaknova Trust. The motion was seconded by Director McConnell and was unanimously carried.

### **April 19, 2021**

**Motion:** Director McConnell moved to approve the Frederick-Firestone Auto Aid Agreement as presented. The motion was seconded by Director DeVenny and was unanimously carried.

**Motion:** Director Whitlow moved to approve the North Metro IGA for Auto Aid as presented. The motion was seconded by Director McConnell and was unanimously carried.

### **May 17, 2021**

**Motion:** Director Whitlow moved to approve the MVFPD 2020 Financial Audit. The motion was seconded by Director McConnell and was unanimously carried.

**Motion:** Director Whitlow moved to approve Resolution 2021-6 authorizing the use of electronic signatures for district documents. The motion was seconded by Director Bloom and was unanimously carried.

**Motion:** Director McConnell moved to set the Public Hearing for this request to the June 21, 2021 regular Mountain View Board Meeting. The motion was seconded by Director DeVenny and was unanimously carried.

**Motion:** Director Whitlow moved to approve the Board of Directors Bylaws draft as presented. The motion was seconded by Director McConnell and was carried unanimously.

### **June 21, 2021**

**Motion:** Director Whitlow moved to approve the purchase of the Type 6 subject to legal counsel approval. The motion was seconded by Director McConnell and was unanimously carried.

**Motion:** Director DeVenny moved to approve to withdrawal from the Carbon Valley IGA. The motion was seconded by Director Bloom and was unanimously carried.

**Motion:** Director Bloom moved to approve the Mountain View FPD Caretaker Agreement. The motion was seconded by Director DeVenny and was unanimously carried.

**Motion:** Director Whitlow moved to approve the Exclusion Petition for the Grigsby/Fieling property. The motion was seconded by Director McConnell and was unanimously carried.

**Motion:** Director Whitlow moved to authorize legal counsel to proceed as directed in Executive Session. The motion was seconded by Director McConnell and was unanimously carried.

**July 19, 2021**

**Motion:** Director McConnell moved to approve the SWAT IGA. The motion was seconded by Director Whitlow and was unanimously carried.

**Motion:** Director Bloom moved to set the Public Hearing for the August 13<sup>th</sup> meeting. The motion was seconded by Director DeVenny and was unanimously carried.

**August 16, 2021**

**Motion:** Director McConnell moved to approve Resolution 2021-7 Turion Metropolitan District-Overlap with MVFPD. The motion was seconded by Director DeVenny and was unanimously carried.

**Motion:** Director McConnell moved to approve the Certified Order of Exclusion. The motion was seconded by Director Bloom and was unanimously carried.

**September 20, 2021**

**Motion:** Director McConnell moved to approve the Request for Board Action of the Disposal of Excess Equipment. The motion was seconded by Director Whitlow and was unanimously carried.



<b>TITLE</b>	September 20 BOD Meeting Minutes
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<b>STATUS</b>	● Out For Signature

Document History



SENT

**10 / 12 / 2021**  
20:58:18 UTC

Sent for signature to Laura McConnell (lmccconnell@mvfpd.org) and Colleen Whitlow (cwhitlow@mvfpd.org) from powens@mvfpd.org  
IP: 50.235.108.104



VIEWED

**10 / 12 / 2021**  
23:27:18 UTC

Viewed by Laura McConnell (lmccconnell@mvfpd.org)  
IP: 174.212.172.221



SIGNED

**10 / 12 / 2021**  
23:30:12 UTC

Signed by Laura McConnell (lmccconnell@mvfpd.org)  
IP: 174.212.172.221



INCOMPLETE

**10 / 12 / 2021**  
23:30:12 UTC

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### Document History



SENT

**10 / 21 / 2021**

20:04:24 UTC

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**10 / 22 / 2021**

01:32:58 UTC

Viewed by Colleen Whitlow (cwhitlow@mvfpd.org)  
 IP: 24.54.161.11



SIGNED

**10 / 22 / 2021**

01:33:09 UTC

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**10 / 22 / 2021**

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The document has been completed.