



**Board of Directors Meeting
December 6, 2021
Hybrid: In-person and 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 December 6, 2021, virtually and was called to order by President Christian at 6:06 p.m.

b. Roll Call.

The following Board members attended the meeting:

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

Director Whitlow moved to excuse Director Bloom. The motion was seconded by Director DeVenny, and it carried unanimously.

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, Legal Counsel John Chmil, Mike Lee, Tyler Prim, Nathaniel Kelley, Ben Carter, and Aaron Miller.

c. Pledge of Allegiance.

d. Approval of Agenda.

Director McConnell moved to approve the agenda as written. Director Whitlow seconded the motion and, it carried unanimously.

II. PUBLIC/MEMBER PARTICIPATION

Local 3214 Secretary/Treasurer Ben Carter updated that Board that the Union has been helping out with recruiting, interviewing, and hiring process and working on contract language.

III. CONSENT AGENDA

Director McConnell moved to approve the Consent Agenda that consisted of the November 15, 2021, Mountain View Regular Board Meeting Minutes. The motion was seconded by Director Whitlow and, it carried unanimously.

IV. REPORTS

Chief Beebe updated the Board there are no staff reports at this time due to the proximity of the last meeting. He did update the Board with information on the ongoing hiring process.

V. PRESENTATIONS

a. 2020 Proposed Budget

Finance Director, Tonya Olson, gave the updated presentation and answered questions on the 2022 proposed budget.

b. Mountain View Fire Protection District Foundation

Director McConnell gave a presentation with a brief history of the Foundation and the Foundation Board. After discussion, it was decided to table the discussion and revisit it at the February 2022 Meeting. **Action:** Chief Beebe will meet with John Chmil and look more in-depth and come back with more options.

Tyler Prim did participate in the discussion and has several ideas on what the Foundation can bring to the District. **Action:** President Christian asked Tyler to have documentation to present for the February meeting.

VI. ACTION ITEMS

a. Consideration of Resolution 2021-9 2022 Budget Adoption

Motion: Director Whitlow moved to approve Resolution 2021-8. A Resolution summarizing expenditures and revenues for each fund and adopting budgets for the Mountain View Fire Protection District for the calendar year beginning on the first day of January 2022, and ending on the last day of December 2022. The motion was seconded by Director McConnell and, it carried unanimously.

b. Consideration of Resolution 2021-9 to Appropriate Sums of Money

Motion: Director DeVenny moved to approve Resolution 2021-9. A Resolution appropriating sums of money to the various budgets and spending agencies, in the amounts and for the purposes set forth below, for the Mountain View Fire Protection District for the 2022 budget year. The motion was seconded by Director Bloom and, it carried unanimously.

c. Consideration of Resolution 2021-10 to Set Mill Levies

Motion: Director McConnell moved to approve Resolution 2021-10. A Resolution levying general property taxes for the year 2021, to help defray the costs of government for the Mountain View Fire Protection District, for the 2022 budget year. It was seconded by Director Whitlow and, it carried unanimously.

d. Mountain View Fire Protection District Foundation

No further action at this time.

e. Consideration of Resolution 2021-11 Meeting Schedule and Notice for 2022

Motion: Director Whitlow moved to approve Resolution 2021-11 establishing the Regular Meeting schedule of the Mountain View Fire Protection District for the calendar year of 2022 as noted. The motion was seconded by Director Bloom and, it was carried unanimously.

f. Consideration of Resolution 2021-12 May 2022 Election

Motion: Director McConnell moved to approve Resolution 2021-12, appointing Pamela Owens as the Designated Election Official and Authorizing the Designated Election Official to cancel the election for the regular election to be held May 3, 2022. It was seconded by Director DeVenny and, it carried unanimously.

g. Consideration of Medical Director Agreement for 2022

Motion: Director Whitlow moved to approve the Medical Director Agreement for 2022. It was seconded by Director McConnell and, was carried unanimously.

h. Public Hearing for Inclusion Petition OEO 2

President Christian opened the Public Hearing at 7:58 pm for the inclusion of the OEO 2 Property. No public was in attendance. President Christian closed the Public Hearing at 8:04. **Motion:** Director Whitlow moved to approve the Petition of Inclusion of the OEO 2 Property. It was seconded by Director McConnell and, it carried unanimously.

VII. OLD BUSINESS

a. Station 8 Update

Deputy Chief Webb gave the Board an update on Station 8. Chief Webb is waiting for the engineering report, the remediation, and then going forward with getting bids for builders, getting contracts, and then going forward in the Spring of 2022.

VIII. BOARD MEMBER ITEMS

Director McConnell let the Board know that she will be attending the Mead URA Meeting on the 13th of December.

Director Whitlow thanked the new Board Members and staff for all their work, stating that with the completion of the merger, 2021 was a year of learning.

President Christian reported that he attended the Christmas Parade in Erie and Mountain View was well represented. He commented that events like that are important to our communities and great to see Mountain View a part of them.

Director DeVenny attended the Town of Superiors First Friday. One of the trustees mentioned how much she like the social media that the District provides. She also appreciates the safety reminders that are put out. Director DeVenny thanked Deputy Chief Webb for the COVID information that is sent out weekly. She stated that it is her go-to place for information.

IX. EXECUTIVE SESSION

Director Whitlow made a motion to go into Executive Session at 8:10 p.m. pursuant to Section 24-6-402 (4) (f) C.R.S. for purpose of discussing a personnel matter regarding Fire Chief evaluation and contract discussion. It was seconded by Director McConnell and, was carried unanimously. The Board's legal counsel John Chmil and Human Resources Manager Melissa Meehan also attended the Executive Session.

Out of executive session at 9:10 p.m.

X. ADJOURNMENT

There being no further business to come before the meeting, Director Whitlow moved to adjourn the meeting at 9:09 p.m. Director McConnell seconded the motion, and the motion carried unanimously.

The preceding minutes are 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.



01 / 23 / 2022

President, Chad Christian

Date

Colleen G. Whitlow

01 / 20 / 2022

Board Secretary, Colleen Whitlow

Date

Action Items

January 19th, 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 24th, 2021

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

March 15th, 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 17th, 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 District strategic plan at the June board meeting

June 21st, 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, the value of the property, and where the District is headed with it. **Update: Operations is meeting with Chief Beebe on December 7th to discuss the Wildland Program for 2022.**

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

July 19th, 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.

November 15th, 2021

✓ **Action:** President Christian asked Ms. Meehan for a copy of the pay philosophy that the Board had previously approved.

December 6, 2021

Action: Chief Beebe will meet with John Chmil and look more in-depth and come back with more options of how the Foundation can be used.

Action: President Christian asked Tyler to have documentation to present for the February meeting about the Foundation funds.

Motions

January 19th, 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 24th, 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 about 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 24th, not the 18th.

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 24th, not the 18th.

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

March 15th, 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 19th, 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 17th, 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 21st, 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 21st, 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 19th, 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 13th meeting. The motion was seconded by Director DeVenny and was unanimously carried.

August 16th, 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 20th, 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.

November 15, 2021

Motion: Director McConnell moved to approve the BME Apparatus Purchase of two new Type VI Engines and authorize Chief Beebe to sign the contract. The motion was seconded by Director DeVenny and, it carried unanimously.

Motion: Director Whitlow moved to approve the Danko Ambulance Purchase of 3 new Braun Ambulances and authorize Chief Beebe to sign the contract. The motion was seconded by Director McConnell and, was carried unanimously.

Motion: Director Whitlow moved to set the Public Hearing for the December 6th meeting. The motion was seconded by Director McConnell and was carried unanimously.

December 6, 2021

Motion: Director Whitlow moved to approve Resolution 2021-8. A Resolution summarizing expenditures and revenues for each fund and adopting budgets for the Mountain View Fire Protection District for the calendar year beginning on the first day of January 2022, and ending on the last day of December 2022. The motion was seconded by Director McConnell and, it carried unanimously.

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Motion: Director McConnell moved to approve Resolution 2021-12, appointing Pamela Owens as the Designated Election Official and Authorizing the Designated Election Official to cancel the election for the regular election to be held May 3, 2022. It was seconded by Director DeVenny and, it carried unanimously.

Motion: Director Whitlow moved to approve the Medical Director Agreement for 2022. It was seconded by Director McConnell and, was carried unanimously.

Motion: Director Whitlow moved to approve the Petition of Inclusion of the OEO 2 Property. It was seconded by Director McConnell and, it carried unanimously.

TITLE	Documents for Signature from the 1.18.2022 BOD Meeting
FILE NAME	12.06.2021-BOD Meeting Minutes.pdf and 3 others
DOCUMENT ID	b0dd4e1ff3f8f72664662f3f49967239571c2337
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	 Signed

Document History



SENT

01 / 21 / 2022
00:00:31 UTC

Sent for signature to Chad Christian (cchristian@mvfpd.org) and Colleen Whitlow (cwhitlow@mvfpd.org) from powens@mvfpd.org
IP: 50.235.108.104



VIEWED

01 / 21 / 2022
00:01:32 UTC

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



SIGNED

01 / 21 / 2022
00:10:02 UTC

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



VIEWED

01 / 23 / 2022
14:18:33 UTC

Viewed by Chad Christian (cchristian@mvfpd.org)
IP: 172.58.61.22



SIGNED

01 / 23 / 2022
14:19:56 UTC

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COMPLETED

01 / 23 / 2022
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The document has been completed.