



**Board of Directors Special Meeting
February 24, 2021, 6:00 p.m.
Virtual: Zoom**

Meeting Minutes

I. OPENING OF MEETING

a. Call to Order.

The special meeting of the Board of Directors of the Mountain View Fire Protection District was held on February 24, 2021 virtually and was called to order by President Christian at 6:01 p.m.

b. Roll Call.

The following Board members attended the meeting:

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

Director Bloom was recorded as absent. Director McConnell moved to excuse the absence of Director Bloom. The motion was seconded by Director Whitlow and was unanimously carried.

Other persons present were Fire Chief Beebe, Deputy Chief Sterling Folden, Assistant Chief Roger Rademacher, Finance Director Tonya Olson, Administration Director Pamela Owens, Attorney John Chmil, and President of Local 3214 Ed Seibert.

c. Pledge of Allegiance.

d. Approval of Agenda.

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

II. PUBLIC/MEMBER PARTICIPATION

No requests for participation were given.

III. CONSENT AGENDA

a. January 7, Study Session and January 19 Regular Meeting Minutes.

Director Whitlow moved to approve the consent agenda. The motion was seconded by Director McConnell and was unanimously carried. This motion includes both January 7 and January 19 Board of Director meeting minutes.

IV. ACTION ITEMS

a. Approval of Monthly Financials.

Finance Director Tonya Olson reported on the Districts January financials. With no questions from the Board, Director DeVenny moved to approve the financials. The motion was seconded by Director McConnell and was unanimously carried.

Ms. Olson asked for direction from the Board on the delivery of the meeting packets. Financials are not always complete one week prior to the meeting, would the Board like to receive the entire packet when the financials are ready or receive a partial packet one week prior to the meeting with the financials to be added when completed? The Board asked to receive the packet one week before the meeting with the financials sent separately once complete.

In addition to the January financials, the Board considered the Investment Policy, AOG FI-0093. It was not listed as a separate action item on the agenda as it was considered part of the District's financial reporting. Director DeVenny pointed out a spelling correction to the policy.

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

b. Motion to Assign Authorized Signatures for Financial Process.

Ms. Olson explained that with any changes to the board or executive staff, the District needs to re-assign signatories with its bank. Ms. Olson listed the updates and deletions from the current signatory list. Fire Chief Beebe, Deputy Chief Folden, Assistant Chief Webb, Director DeVenny and Board President Christian would be added as bank signatories for the District, with the removal of former Director Heisler, former Director Osborn, Assistant Chief Rademacher and Assistant Chief Long from the list of signatories. **Motion:** Director Whitlow moved to approve the request of Finance Director Olson. The motion was seconded by Director McConnell and was unanimously carried.

c. Consideration of Signing the Carbon Valley Comprehensive Emergency Management Plan.

Attorney John Chmil reported on the legal review of the Carbon Valley Comprehensive Emergency Management Plan. There were no suggested changes or issues with the plan as

written. Chief Beebe reported that operationally there are no issues. **Motion:** Director McConnell moved to approve the Carbon Valley Comprehensive Emergency Management Plan. The motion was seconded by Director DeVenny and was unanimously carried.

d. Consideration of Resolution 2021-4 Authorizing Trade of Certain Apparatus with Neighboring Fire Protection Entity.

Initial discussion on this item was held at the February 18th Board of Directors meeting. With no further discussion, **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 the resolution was approved on February 24th not the 18th.

e. Public Hearing on the Inclusion Resolution with Rocky Mountain Fire. Consideration of Resolution 2021-5 Approving the Inclusion of Property Upon the Simultaneous Exclusion of Such Property from Rocky Mountain Fire Protection District.

President Christian opened the public hearing on the Inclusion of Property Upon the Simultaneous Exclusion of such Property from Rocky Mountain Fire Protection District. With there being no request for discussion, President Christian closed the public hearing. Attorney Chmil informed the Board that the public hearing was published in the Daily Camera on the Sunday, February 21, 2021.

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 was corrected to reflect that the resolution was approved on February 24th not the 18th.

f. Consideration of Exclusion Petition and Set Public Hearing for March – 9295 Nelson Rd.

Attorney Chmil reported on the background of this request. The property owner is requesting to exclude from Mountain View Fire Protection District. These properties were previously included into the City of Longmont and this request is to finish that process.

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.

V. BOARD MEMBER ITEMS

Director Whitlow recognized the efforts of employees in the past week with the unique calls and winter weather our area has received.

Director DeVenny recognized the social media posts and wanted to voice her appreciation.

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

VI. EXECUTIVE SESSION

There was no need for an Executive Session.

VII. ADJOURNMENT

There being no further business to come before the meeting, Director DeVenny moved to adjourn the meeting at 6:37 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.



President, Chad Christian 3/30/21
Date



Secretary, Colleen Whitlow 24 March 2021
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.

Action: Staff will come up with a plan if that happens. (Discussion in Station 8 updates and what the district will need to do if repairs cause the station to go out of service.)

✓ Action: Chief Beebe discussed the plan for accomplishing this while adhering to pandemic protocols. Staff is aiming to have this accomplished by the February meeting but is reliant on equipment delivery. Staff doesn't want to rush the process and will send out the plan to board members if it cannot have an in-person meeting in place for February.

February 18, 2021

✓ Action: During discussion on the content and edits it was decided that directors will submit questions to Administration prior to the March Board of Directors meeting. Legal will answer and review with the Board at that meeting.

February 24, 2021

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

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 24th not the 18th.

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