



**Board of Directors Meeting
November 15, 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 December 15, 2021, virtually and was called to order by President Christian at 6:00 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, Accountant Yana Clopton, Human Resources Manager Melissa Meehan, Ed Siebert, Micah Arnold, Ben Carter, Kyle Lyman, Luke Hawkins, Brandon Cage, and Legal Counsel Adele Reester.

c. Pledge of Allegiance.

d. Approval of Agenda.

President Christian asked that item 5C be removed from the agenda. Director Whitlow moved to strike item 5C from the agenda because it will be discussed in executive session. The motion was seconded by Director DeVenny and, it carried unanimously.

Director Whitlow moved to approve the newly formatted agenda. The motion was seconded by Director DeVenny and, it carried unanimously.

II. PUBLIC/MEMBER PARTICIPATION

None

III. CONSENT AGENDA

Director DeVenny moved to approve the Consent Agenda that consisted of the October 4, 2021, Mountain View Regular Board Meeting Minutes. The motion was seconded by Director Whitlow and, it carried unanimously.

IV. REPORTS

a. Staff Reports

Human Resources Manager, Melissa Meehan, added to her report that HR Generalist Jenni Rosique has accepted another position and will be leaving Mountain View FPD. Melissa expressed her sincere thanks to Jenni and wished her the best of luck in her new chapter.

Action: President Christian asked Ms. Meehan for a copy of the pay philosophy that was mentioned in her update.

V. PRESENTATIONS

a. October Financials

Accountant Yana Clopton reported on the financials for October 2021.

b. 2020 Proposed Budget

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

VI. ACTION ITEMS

a. Consideration of Request for Board Action-BME Apparatus Purchase

Deputy Chief Webb asked the Board to authorize Fire Chief Beebe to sign a contract with BME, Inc. for two new Type VI Engines. The price quoted is for the vehicles only. These are matching vehicles to the one that was approved in July of 2021. Due to continued supply chain issues, he is requesting to order these vehicles now since they will not be received until 2023. Payment is due upon approval and delivery of the vehicles. The estimated delivery time for the vehicles is 16-20 months after the vendor receive the signed sales agreement.

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.

b. Consideration of Request for Board Action- Danko Ambulance Purchase

Deputy Chief Webb asked the Board to authorize Fire Chief Beebe to sign a contract with Danko for three (3) new Braun Ambulances. The price quoted is for the vehicles only. The

final set of specifications was generated by a workgroup consisting of EMS and Fleet Maintenance Staff. Due to continued supply chain issues, he is requesting to order these vehicles now since they will not be received until 2023. Payment is due upon approval and delivery of the vehicles. The estimated delivery time for the vehicles is 9-12 months after the signed and accepted contract is received by the vendor. The new Braun Ambulances will allow the District to maintain a capable fleet. These vehicles will replace units that are currently in-service.

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.

c. Consideration of Inclusion Petition and Set Public Hearing for December

President Christian asked for a motion to set the Public Hearing for the Inclusion Petition for the OEO 2, LLC. Property. **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.

VII. OLD BUSINESS

a. Station 8 Update

Deputy Chief Webb gave the Board an updates on Station 8. Chief Webb anticipates the report for the engineering remediation by the end of the week.

VIII. BOARD MEMBER ITEMS

Director DeVenny informed the Board that she attended the Chilifest in Superior and thought the event went very well. She also attended the Town of Superior's First Friday event. She thanked Michelle White for all the updates on social media (Facebook, Nextdoor) that she can refer people to for information about the District. Director DeVenny requested that the Board be informed if any official news articles are being written.

IX. EXECUTIVE SESSION

President Christian made a motion to go into Executive Session at 7:10 p.m. pursuant to Section: 24-6-402 (4)(b) C.R.S. for purposes of consulting with our attorney on the issue of COVID Mandatory Vaccination Directive and Section 24-6-402 (4) (f) C.R.S. for purposed of discussing a personnel matter regarding Fire Chief evaluation and contract discussion. The motion was seconded by Director DeVenny and was unanimously carried. Board's legal counsel Adele Reester also attended the Executive Session.

X. ADJOURNMENT

There being no further business to come before the meeting, Director McConnell moved to adjourn the meeting at 9:05 p.m. Director Whitlow 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.



12 / 07 / 2021

President, Chad Christian

Date

Colleen G. Whitlow

12 / 07 / 2021

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 Districts 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.

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 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.

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.

TITLE	Documents from 12.6 Board Meeting
FILE NAME	SEPTEM~1.pdf and 4 others
DOCUMENT ID	8674ea656b7a6cb202118d0af28cf8118bae9477
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	🔄 Completed

Document History



12 / 07 / 2021
17:01:00 UTC

Sent for signature to Chad Christian (cchristian@mvfpd.org) and Colleen Whitlow (cwhitlow@mvfpd.org) from powens@mvfpd.org
IP: 76.25.195.11



12 / 07 / 2021
20:22:02 UTC

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12 / 08 / 2021
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