

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, April 12, 2022
Location: 248 Welch Ave., Berthoud, CO 80513
Time: 6:00 p.m.
Meeting Organizer: Jill Wilson (970) 532 – 2264

Agenda Items

Call to Order / Roll Call

Board President, Dan Hershman, called the meeting to order at 6:06 p.m. Directors present were President Dan Hershman, Vice-President Michael Cook, Secretary Gary Maggi, Director Eric Ryplewski, and Director Dave Shipley.

Others in Attendance: Fire Chief Steve Charles, Battalion Chief Andrew Kuiken, Battalion Chief Scott Lindschmidt, Chief of Staff Jill Wilson and Financial Consultant Ben Archer-Clowes.

Pledge of Allegiance

Review of the Agenda

Chief Charles mentioned an addition regarding promotional assessment and testing services. President Dan Hershman also suggested to move the Colorado Base Camp agenda item to the beginning of the agenda prior to public comment due to the citizen attendance regarding that item. Motion by Vice-President Mike Cook to accept the agenda as presented with additions, seconded by Secretary Gary Maggi.

Command Staff Communication

Colorado Base Camp Update

Chief Charles informed the Board of the project proposal for a campground on County Road 4 west of County Road 23, which had many citizens concerned. He mentioned that on April 30th a meeting regarding the proposal would be held to address citizen concerns with Larimer County and the County Commissioners. Chief Charles stated that he had received phone calls/emails regarding fire conditions that could arise due to proposed. He explained that the District could not oppose/approve the development, the District could only apply the codes required by the International Fire Code (IFC).

Public Comment

Keith Nelson asked if the water tap was large enough in the area?

Chief Charles explained that based on the IFC, the District would examine any proposed buildings, not the campsites or the terrain, to determine how many gallons per minute to address a fire within a building. Recreational fires were exempt from the IFC, only open burning was regulated under the code.

Gayle Zonnefeld expressed opposition to the proposal.

Jay Elkins asked if the District could establish additional requirements in the fire code.

Chief Charles explained how the District adopted and applied the code, and the situations where the District may need to apply additional requirements regarding water supply.

Mike Nekuasil asked how the campsites would be policed?

President Dan Hershman stated those concerns would have to be brought up to Sheriff and County Commissioners.

Jim Laib had concerns regarding the water usage.

Kathy Sudac expressed opposition to the proposal.

Director Eric Ryplewski addressed the project and reminded the public that concerns should be addressed to the County Commissioners and land use department as the Special Review process was submitted and approved through Larimer County.

Consent Calendar

Motion by Director Dave Shipley to approve the March 8, 2022 meeting minutes, seconded by Vice-President Mike Cook.

Personnel

None

James Vincent Group, Finance Consultants

March Financial Report Presentation

Mr. Archer-Clowes went over the financial report for March. Motion by Vice-President Mike Cook to approve the March financials, seconded by Director Eric Ryplewski.

Command Staff Communications

Jill Wilson, Chief of Staff

Employee Benefits: Current Benefits (Emailed) / Paid Medical Leave Insurance (FAMLI) – Ms. Wilson explained the new FAMLI, which was approved by Colorado voters last November. The District was looking at its options, and the option for local governments to opt-out of the requirement.

Relief Factor: Relevance to District Staffing – Ms. Wilson stated that employees were provided benefit time, and the District was trying to determine the relief factor as it related to staffing while allowing employees to utilize their benefit time. With 32 current operations staff, the District would need an additional 1.5 firefighters per shift for a total of 36.5 staff members to allow the District to maintain its minimum staffing levels.

CPS HR Promotional Assessment & Testing Services – The District was examining the use of a third party to conduct assessment and testing services for promotional processes. CPS HR would help developed the processes with District staff and oversee the application of those processes. The District felt it would be beneficial to move in that direction since the District is growing and has a more diverse workforce. In addition, there had been issues and concerns relayed by staff on how past promotional processes were conducted. The approximate cost for these services was \$20,000 for a Lieutenants / Battalion Chief process and \$20,000 for an Engineer process. After some discussion, the Board approved moving forward with utilizing CPS HR or a third party for hiring processes.

Intern Firefighter Recruitment Update - Ms. Wilson stated that applications were due May 8th.

Stephen Charles, Fire Chief

CRR / Evacuation Notification Presentation by FF Don Patterson

Firefighter Patterson provided an overview of the work he had been doing to create and define boundaries on evacuation notifications to assist LETA and to assist with notification issues.

Capital Improvement Plan: Purchase Agreement W/HME Type III's

Chief Charles stated that in the Capital Replacement Plan three pieces of equipment had been identified with a need for replacement. Bids had been received for the two Type IIIs, which needed Board approval to move forward with the purchase. President Dan Hershman reiterated that a lease purchase should be utilized, not cash. Motion by Vice-President Mike Cook to approve the purchase of the Type III apparatus, seconded by Secretary Gary Maggi.

Capital Improvement Plan: Class A Engine Bid Proposal Update

Chief Charles stated that bids had been by Rosenbauer and Schmeal. Vice-President Mike Cook stated that the District should make sure maintenance would be readily and easily available with whoever company chosen. Chief mentioned that Operations staff had provided the opinion to stick with Rosenbauer to stay in line and familiarity with the type of apparatus the District already had.

Discussion ensued by the Board and Staff regarding the two bids.

Motion by Director Dave Shipley to approve the purchase of a Class A Engine, and to allow staff the authority and discretion to determine vendor while ensuring maintenance was considered and cost did not exceed highest bid, seconded by Vice-President Mike Cook.

Adoption of the 2021 IFC Update

Chief Charles stated that the Town of Berthoud would adopt at the end of April, and Larimer County had adopted today. The Boulder County Fire Committee would be looking at the adoption in May. Weld County would not adopt with residential sprinklers so the District was looking at staying with the 2018 code in Weld County.

Update on North Property – Meeting scheduled with the Town of Berthoud

Chief Charles met with the property owner, storage facility owner, and Town of Berthoud staff. The Town of Berthoud stated that they did not have a problem with the proposal and estimated an application process to take 3-6 months time. The property that the Station would be located on would have to be rezoned for a public entity use. An agreement with the property owner and developer would be completed to make sure all issues were laid out.

Chief also mentioned that he was meeting with City of Loveland to discuss the property at the southwest corner of Berthoud Parkway and County Road 14 as a potential location.

East Fire Station Location Update – No additional information available at this time

Wilson Ranch Service Plan Denied / Fire Protection Options

Chief Charles stated that he was looking at options if the development did not stay in our district. He mentioned that FRFRA was looking into property at the Johnstown exit, and he discussed a potential collaborative effort to share a facility if needed, which FRFRA stated they were willing to work with us to help provide services in the area.

Colorado Risk Reduction Conference – ISO / PPC presentation on Wednesday, April 27th – NFSO & BFPD

Special District Association Conference / September 13th Thru September 15th: ISO / PPC Presentation Submitted – No further information available regarding presentation status.

Communication from Board of Directors / Open Discussion


None

Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 7:50 p.m.
Motion by Vice-President Mike Cook, seconded by Secretary Gary Maggi.

X 

Dan Hershman
President

X 

Mike Cook
Vice-President

X 

Gary Maggi
Secretary

X 

Dave Shipley
Director

X 

Eric Ryplewski
Director