

## Berthoud Fire Protection District Board of Directors Meeting Minutes

---

**Date:** Tuesday, February 8, 2022  
**Location:** 248 Welch Ave., Berthoud, CO 80513  
**Time:** 6:30 p.m. or Immediately following the Pension Board Meeting  
**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 Lyle Fenderson, Chief of Staff Jill Wilson and Financial Consultants Ben Archer-Clowes and Steven Rodriguez.

#### **Pledge of Allegiance**

#### **Review of the Agenda**

There were no additions, and the agenda was accepted as presented.

#### **Public Comment**

None

#### **Consent Calendar**

Motion by Director Dave Shipley to approve the consent calendar, seconded by Vice-President Mike Cook.

#### **Personnel**

None
------

## Board of Director Actions

None

## James Vincent Group, Finance Consultants

### January Financial Report Presentation and Approval

Mr. Archer-Clowes provided an overview of the financial report.

Motion by Vice-President Mike Cook to approve the consent calendar, seconded by Director Gary Maggi.

## Command Staff Communications

### Jill Wilson, Chief of Staff

**Resignation of Engineer Brad Novell** – Engineer Brad Novell submitted his resignation effective February 3, 2022. He accepted a career position with the Mountain View Fire Protection District. As a result, the District would be holding an Engineer promotional process. Two internal candidates had applied for the promotion.

**Reserve Firefighter Recruitment** – Aims Community College was holding a recruitment day on Wednesday, February 16. The District currently had two reserves; as a result, a reserve process would be held in late spring/early summer.

Vice-President Cook asked if reserve positions were budgeted for. Ms. Wilson replied no; however, the District was looking into options to reduce the recruitment cost.

### Rob Stumpf, Operations Chief

**Request for Proposal** – A Request for Proposal to replace both Type 3 Wildland apparatus and one Type 1 Structural apparatus was sent out. Currently the District had funds for a lease purchase but was trying to find out if impact fees could be used to buy an apparatus.

President Dan Hershman stated he was more inclined to hold onto impact fees until the District knew what would be occurring with land, station builds, and remodels. Due to that, he preferred using a lease-purchase option.

**Plan for Filling Career Firefighter Resignation** – An internal process through current eligible reserves would be conducted to fill the vacant firefighter position.

**Lease Purchase Options** –Based upon discussion with command staff & the James Vincent Group, lease purchase options would be looked into if purchasing new apparatus.

## Stephen Charles, Fire Chief

**Update on East Station Interstate 25 & Colorado Hwy. 56** - Waiting on the Town of Berthoud to identify the specific area for BFPD to construct a steel, two bay fire station. A property on the corner of Highway 56 and County Road 7 was also being looked into.

**Update on North Property** – Currently three properties have been located that would accommodate a fire station. The three locations are identified as:

1. Southeast corner of Hwy 287 By-Pass & Berthoud Parkway – 3.5+ acres; however, only 1.5 acres are buildable, cost per square foot \$16.00 with a total cost \$933K plus
2. Southwest corner of Hwy 287 By-Pass & Berthoud Parkway – exact number of acres & cost per square foot unknown, the developer seems unorganized and not responsive
3. Southeast corner of County Rd. 14 & Berthoud Parkway in the Heron Pointe East commercial zone, Lots 2 & 3, total acreage for Lots 2 & 3 is 1.7940 acres (acre has 43,560 square feet) - with a \$10.00 cost per square foot – for a total cost of \$781,4566

**Community Risk Reduction** – Firefighter Don Patterson was currently assigned to a 40-hour work week with daily duties to include, but not limited to, assisting the Training Battalion Chief, developing a Community Risk Reduction Plan & assisting in back filling shifts. Firefighter Patterson would be attending the National Fire Academy completing R200 Leadership Strategies for Risk Reduction. It would be the recommendation that he continue in the risk reduction program attending the following courses:

1. Introduction to Strategic Community Risk Reduction Q0841
2. Applications of Community Risk Reduction R0385
3. Service Area Risk Reduction R0673
4. Community Risk Reduction: A Policy Approach R0670

**Board of Directors Meeting / Tuesday, March 8<sup>th</sup>** – Jay Johnson (Broker), Kelley Duke (Legal Counsel) & Skip Starling (ISO Consultant) will be in attendance to discuss fire station options

**Golden Links Future** – The District staffing has increased, which caused a need to examine the current facility. The public meeting rooms had minimal use. Currently the District was obtaining a quote to determine the cost to add more bedrooms/bathrooms to the station. If it was determined to move administrative staff to the public meeting rooms portion of the building, Golden Links would be provided notice of the need to move out of the building.

**2017 Strategic Plan** – A total of 25+ firefighters, officers & community members met Tuesday, January 25<sup>th</sup> to review and discuss the 2017 strategic plan.

### **Battalion Chiefs**

None


### **Communication from Board of Directors / Open Discussion**

None

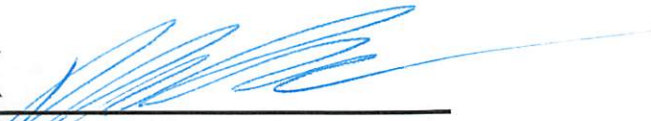
### **Adjournment**

Board President, Dan Hershman, called for a motion to adjourn at 7:00 p.m.  
Motion by Vice-President Mike Cook, seconded by Director Dave Shipley.

Signature Page

X 

Dan Hershman  
President

X 

Mike Cook  
Vice-President

X 

Gary Maqqi  
Secretary

X 

Dave Shipley  
Director

X 

Eric Rypkowski  
Director