

## **Berthoud Fire Protection District Board of Directors Meeting Minutes**

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**Date:** Tuesday, June 15, 2021  
**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 6:01 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, Operations Chief Robert Stumpf, Battalion Chief Andrew Kuiken and Chief of Staff Jill Wilson.

#### **Pledge of Allegiance**

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

Chief Charles noted that he had additions.  
Motion by Director Dave Shipley to accept the agenda as presented with additions, seconded by Secretary Gary Maggi.

#### **Consent Calendar**

Approval of the May Financials  
Approval of the May 18, 2021, meeting minutes  
Approval of the June 1, 2021, special meeting minutes

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

## **Public Comment**

### **Care Takers of Tradition Presentation**

Pete Cowdin with the Caretakers of Tradition presented a proposal for an addition to the Berthoud Fire Public Meeting Rooms. The addition would display the newly renovated hose cart and antique engine. The Caretakers of Tradition were seeking the permission of the Board to move forward with a public campaign to obtain funds for construction of the addition.

President Dan Hershman acknowledged the amazing work done to restore the engine and hose cart. He believed the exhibit space would be great for the community. He stated that the Board would discuss the proposal and provide input at the next board meeting.

## **Personnel**

### **PIO/Public Relations Officer Contract**

## **Command Staff Communications**

### **Jill Wilson, Chief of Staff**

#### **Contract for Services / May Soricelli**

May Soricelli presented a proposal to move to an independent contractor for the District.

President Dan Hershman asked how she would handle multiple departments and incidents especially when working reduced hours for the District. He also mentioned that the District would be losing one-on-one contact.

Director Dave Shipley asked how the District would benefit with the position working reduced hours.

Ms. Soricelli stated that she would be fulfilling a different role for the District providing more public relations. She stated that she desired more flexibility for her home life.

Vice-President Mike Cook stated that District needs should be determined before moving forward with a decision.

President Dan Hershman agreed. The goals of the position needed to be discussed.

Further discussion ensued regarding the position and the needs of the District. The Board stated that the PIO component of the position could be removed.

#### **Pregnancy Accommodations Policy**

Ms. Wilson stated that policy was being written and amended regarding policy accommodations as the District had their first pregnant, female firefighter.

#### **COLOTRUST / EDGE Introduction**

Ms. Wilson stated that the District was looking into a new investment option with Colotrust, which other departments were utilizing and seeing higher returns on their investment.

### **May Soricelli, Public Information/Public Relations Officer**

#### **Monthly Media Report**

### **Operations Chief Stumpf**

#### **Architectural Firm Study**

Chief Stumpf stated that Belford-Watkins was completing a space utilization study with the scope to include a site plan, floor plans, square footage needs, space planning options, and a space usage plan. Plans would be completed for both Station 1 and Station 2.

#### **Firefighter Recognition / Larimer County Fires Summer**

Chief Stumpf noted that LFRA notified the District of outstanding work by our crews during the Cameron Peak/East Troublesome fires. The District also received a letter from Congressman Joe Neguse regarding their efforts. As a result, firefighters would be receiving recognition during a dinner provided with family members invited. Chief Stumpf also explained the agreement for deployments for the summer of 2021.

### Training Battalion Chief

None

### Duty Battalion Chief

None

### Stephen Charles, Fire Chief

#### Facility

Chief Charles stated that he had been working with a contractor and civil engineer to address water/moisture under the building.

#### James Vincent Group, LLC Presentation / Contract

Chief Charles stated that Board approval was needed to enter into a contract with the James Vincent Group to complete a capital replacement plan.

#### Insurance Services Office / Summary of Monday, May 24<sup>th</sup> Meeting

#### Senate Bill 29 – 293 Residential Assessment Rate Reduction

Chief Charles confirmed with the District's attorney whether the proposed bill would affect our de-gallagherization. Our attorney confirmed it would not, and the District could continue to adjust the mill levy as needed.

#### Letter to David Gregg, Mission Homes

Chief Charles mentioned that a letter was sent to Mr. Gregg on June 10, 2021 with the findings from the June 1, 2021 special meeting.

### Board of Director Action

#### James Vincent Group, LLC Capital Expenditure Vendor Proposal Estimated Time to Complete 25 (\$3,750.00) to 35 (\$5,250.00) Hours at \$150.00 Per Hour

Motion by Vice-President Mike Cook to approve the contract with the James Vincent Group to complete a capital replacement plan, seconded by Secretary Gary Maggi.

**Signal Fire Communications, LLC Vendor Contract Proposal for PIO /  
Public Relations Officer Services**

No action taken by the Board.

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

**Adjournment**

Board President, Dan Hershman, called for a motion to adjourn at 8:40 p.m.  
The motion carried.



Priority




Important



Follow Up

Signature Page

X 

Dan Hershman  
President

X 

Mike Cook  
Vice-President

X 

Gary Maqqi  
Secretary

X 

Eric Ryplewski  
Director

X 

Dave Shipley  
Director