

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, March 8, 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 6:00 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, Financial Consultants Ben Archer-Clowes and Gabe Buldra, ISO Consultant Skip Starling, Legal Counsel Kelley Duke, Ireland Stapleton, and Jay Johnson, Commercial Broker with Van Western Partners.

Pledge of Allegiance

Review of the Agenda

With no additions, Motion by Vice-President Mike Cook to accept the agenda as presented, seconded by Secretary Gary Maggi.

Public Comment

None

Consent Calendar

Motion by Vice-President Mike Cook to approve the February 8, 2022 minutes, seconded by Secretary Gary Maggi.

Executive Session

Discussion with legal counsel regarding fire station/land purchase options. At 6:03 pm, President Dan Hershman moved to go into executive session. Motion at 7:20 pm by Director Dave Shipley to leave the executive session, seconded by Secretary Gary Maggi.

President Dan Hershman recommended to appoint Secretary Gary Maggi and Vice-President Mike Cook to a real estate committee, with minimal guidance, to work with the attorney and commercial broker on real estate dealings, and to grant the authority to negotiate a commercial real estate broker agreement and any fees associated (subject to legal review). The committee members shall be responsible for reporting back to the Board. Motion by Director Dave Shipley to appoint Secretary Gary Maggi and Vice-President Mike Cook to the real estate committee, seconded by Director Eric Ryplewski.

Public Meeting

Personnel

None

James Vincent Group, Finance Consultants

February Financial Report Presentation

Mr. Archer-Clowes discussed the financial report. Motion by Vice President Mike Cook to approve the February Financial Report, seconded by Secretary Gary Maggi.

Capital Improvement Plan

Mr. Archer-Clowes provided an overview of the proposed capital improvement plan, which provided a projected 10-year outlook of capital needs. He noted that a combination of impact fees and capital funds were used in addition to lease purchase options.

President Dan Hershman noted that the preference would be to use lease purchase options in order to reserve capital fund cash and impact fees. With potential for the District to purchase property and complete station remodels, he would rather use cash on hand for infrastructure costs and not equipment.

Vice President Mike Cook stated that for fire apparatus he would like to know more information on how old the engine was, when was it put into

service, and its expected life. He would like to see a large equipment replacement plan that projected farther out than 10 years. Chief Charles noted that a more in-depth document was being created, which would discuss the information as suggested. It would be in addition to the CIP spreadsheet that outlined the financial information. He also noted that within the CIP, the District was maintaining a 50% reserve, which was a more conservative approach.

Command Staff Communications

Stephen Charles, Fire Chief

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 being negotiated.
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

On Tuesday, February 15th Chief Charles received an email from Jay Johnson of Van Western Partners regarding the initial fire station site at the southwest corner of Berthoud Parkway and U.S. Hwy. 287, which was forwarded to the Board of Directors for review.

East Fire Station Location Update – Following confirmation that the Town of Berthoud site on Weld County Rd. 46, east of Interstate 25, was in a flood zone, Ursa Major Technology on Weld County Rd. 7 was contacted. Management was open for discuss regarding a site for the east fire station. Mr. Starling discussed ISO site analysis for the potential location discussed with Ursa Major.

Chief Charles noted that all infrastructure would be in with no cost to the District. He also mentioned that no detailed discussion had occurred yet regarding purchase or lease agreements.

Vice President Mike Cook recommended the Board authorize approval to move forward on the proposal.

Director Eric Ryplewski recommended that the District have conversations with the owner to determine if the site in questions could be a permanent site in the future if necessary.

2017 Strategic Plan Update / Initiative Status

Chief Charles noted that a status updated on the plan had been completed.

Community Risk Reduction / Standard of Cover

The District received a contract proposal from ESCI-NPPGov to complete a community risk assessment and standard of cover. Chief Charles noted that the standard of cover had been updated over the years; however, with this contract, a whole new study would be completed. The proposed cost to complete was \$47,960.

President Dan Hershman felt it made sense to get the plan done to reaffirm the direction of where the District was going.

Motion by Director Eric Ryplewski to fund the study from ESCI-NPPGov consultant as presented, seconded by Vice President Mike Cook.

Communication from Board of Directors / Open Discussion


None

Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 8:05 p.m.

Motion by Director Dave Shipley, seconded by Vice President Mike Cook.

Signature Page:

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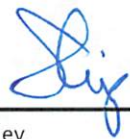
Dan Hershman
President

X 

Mike Cook
Vice-President

X 

Gary Maqqi
Secretary

X 

Dave Shipley
Director

X 

Eric Rypkowski
Director