

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, May 10, 2022
Location: 248 Welch Ave., Berthoud, CO 80513
Time: 6:30 p.m. or immediately following 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 6:04 p.m. Directors present were President Dan Hershman, Secretary Gary Maggi, Director Eric Ryplewski, and Director Dave Shipley. Vice-President Michael Cook was absent.

Others in Attendance: Fire Chief Steve Charles, Battalion Chief Lyle Fenderson, Firefighter Don Patterson, Chief of Staff Jill Wilson and Financial Consultant Ben Archer-Clowes.

Pledge of Allegiance

Review of the Agenda

Staff noted one addition regarding the Station 1 remodel.

Motion by Vice-President Mike Cook to accept the agenda as presented with addition, seconded by Secretary Gary Maggi.

Public Comment

None

Consent Calendar

Motion by Secretary Gary Maggi to approve the April 12, 2022 meeting minutes, seconded by Director Dave Shipley.

Board of Director Oaths

Dan Hershman and Eric Ryplewski took their Board of Director oaths for new 3-year terms until 2025.

Personnel

None

Executive Session

Motion by Director Dave Shipley to go into an executive session at 6:10pm, seconded by Director Eric Ryplewski. Kelly Duke with Ireland Stapleton certified for the record the presence of legal counsel who would be providing legal advice; therefore, the executive session would not be recorded.

Motion by Secretary Gary Maggi to move out of executive session at 6:47 pm, seconded by Director Dave Shipley.

Motion by Director Dave Shipley to authorize the Board President to sign and approve the letter of intent regarding the property at the southwest corner of Berthoud Parkway and Highway 287 subject to legal review & approval, seconded by Director Eric Ryplewski.

Motion by Secretary Gary Maggi to authorize the Board President to sign a broker agreement and execute a real estate agreement with Van West Partners, subject to legal counsel review & approval, seconded by Director Dave Shipley.

James Vincent Group, Finance Consultants

April Financial Report Presentation

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

Motion by Director Dave Shipley to approval the April financial report, seconded by Secretary Gary Maggi.

Type 3 Fire Apparatus Financing

Type I / Class A Pumper Financing Vectra Bank / 7 Years 3.64% - 8 Years 3.715

Mr. Archer-Clowes discussed the contract for the new apparatus, and the details of the lease purchase.

Motion by Director Eric Ryplewski to approve the contracts for both Type 3 engines along with the Type I engine, seconded by Secretary Gary Maggi.

Special Presentation

Kimberly Culp, Chief Executive Officer / Larimer Emergency Telephone Authority presentation

Ms. Culp provided background on Berthoud Fire's IGA with LETA and explained how LETA's operational program/system worked. She also provided an overview of the different programs offered and that were available to citizens.

In addition, she discussed the pre-planned polygons, which were created by FF Patterson, and the CRD deployable (compact rapid deployable). The deployable would help with communication problems and could support and/or provide multiple communication channels out in the field.

Chief Charles complimented FF Patterson on his work with the deployable and the polygon creation.

Command Staff Communications

Rob Stumpf, Operation Chief

Community Risk Assessment / Standard of Cover by Emergency Services Consulting International: Kick off meeting was held on Monday, May 2nd.

Berthoud Day: BFPD participation at Berthoud Day / Waggner Farm Saturday, June 4th. The District would be upstaffing due to the location, and the expected crowd.

Jill Wilson, Chief of Staff

Educational Mailer: Wildland fire educational flyer was mailed to all residents west of County Rd. 23.

CPS HR Professional Assessment and Testing Services for Engineer, Lieutenant, and Battalion Chief: Kick off meeting Thursday, May 5th to get the Lieutenant Assessment process underway.

Stephen Charles, Fire Chief

Remodel of Station 1:

Chief Charles provided the Board with a plan to remodel Station 1 and mentioned that the long term goals for the District and the Station should be considered. He went over the proposal by DS Constructors and mentioned that the proposal included moving the existing kitchen into the courtyard area that was not being utilized. The proposal cost was approximately \$1.8 million and impact fees could not be used.

President Dan Hershman asked if increased staffing/services could trigger use of impact fees.

Chief Charles stated that it would be looked into, and the proposal would be discussed further at the next Board meeting in June.

Colorado Base-Camp Campground Community Meeting: Chief Charles attended the meeting on Saturday, April 30th; however, the project was not discussed as it has not yet been formally submitted to Larimer County.

Community Hubs / Power Outage Planning: Meeting update with LCSO & OEM regarding power outage planning.

Care Takers of Tradition: Monday, May 16th Golf Tournament at Marianna Butte Golf Course / Fire Museum Fund Raiser. Signs have been posted at the front of the building on Welch Ave. in reference to the proposed. museum addition.

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

Board of Director Actions

Approve / Not Approve Financials

Letter of Interest / Civil Engineer Engagement

Approve Apparatus Financing

Approve Remodel of Station 1 – The remodel would be discussed at the next Board meeting for approval.

Communication from Board of Directors / Open Discussion

None

Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 7:55 p.m. Motion by Secretary Gary Maggi, seconded by Director Dave Shipley.

Signature Page

X 

Dan Hershman
President

X 

Gary Maqqi
Secretary

X 

Dave Shipley
Director

X 

Eric Ryplewski
Director