Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, February 23, 2022
410 E. 5th Street, Loveland, CO 80537
EOC Conference Room
and Via Video and Audio Conference
12:30 p.m.

Members Present:
Chairman Jeff Swanty, Director of the Loveland Rural Fire Protection District ("Rural District")
Director Steve Adams, Loveland City Manager
Vice Chairman John Fogle, City of Loveland Council Member
Director Richard Ball, City of Loveland Council Member
Director Dave Legits, Rural District President

Members Absent:
None

Staff Present:
Tim Sendelbach, LFRA Fire Chief
Greg Ward, LFRA Division Chief
Tim Smith, LFRA Division Chief
Cheryl Cabaruvias, LFRA Administrative Analyst
Diedra Bassel, LFRA Board Secretary
Emily Powell, Legal Counsel to the Authority
Dan Engelhardt, LFRA Lieutenant

Visitors:
Brian Waldes, CFO, City of Loveland
Paul Pfeifer, Fire Rescue Advisory Commission
Zach Sullivan, Fire Rescue Advisory Commission

Call to Order:
Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:04 p.m. The start time of the meeting was delayed from its originally scheduled 12:30 start time due to an unforeseeable traffic issue delaying the arrival of legal counsel.
Executive Session

1. Executive session pursuant to C.R.S. 24-6-402(4)(b) to receive advice of Legal counsel regarding potential LFRA organizational and funding structures.

Following the call to order, and upon motion duly made and seconded, the Board unanimously voted to go into executive session pursuant to C.R.S. 24-6-402(4)(b) to receive advice of legal counsel regarding potential LFRA organizational and funding structures.

Attorney Powell certified for the record that the executive session constitutes privileged attorney – client communications and will not be recorded.

Motion made by Vice Chairman Fogle to close executive session. Seconded by Director Ball; motion carried unanimously. The Board came out of executive session at 2:15 p.m.

After a brief recess, the Board resumed the regular meeting at 2:22 p.m.

Approval or Amendment of Agenda:
Chief Sendelbach noted that consideration of the November 17, 2021 Board meeting minutes had been pulled from the January 2022 consent agenda due to a distribution error. They are to be considered as part of the consent agenda at this meeting.

Awards and Presentation:
None.

Swearing In:
None

Public Comment:
None

Consent Agenda:

2. Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority (LFRA) November 17, 2021 Regular Board Meeting

3. Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority (LFRA) January 26, 2022 Regular Board Meeting

4. Consider Town of Johnstown Request for Waiver of Impact Fees

Motion made by Director Legits to approve the consent agenda, as presented. Seconded by Vice Chairman Fogle; motion carried unanimously.

Regular Agenda:

5. Consider a Motion to Adopt Resolution R-140, Adopting a Supplemental Budget Regarding the Appropriation of Monies to and the Expenditure of Monies from the General Fund and the Fleet Replacement Fund for the Loveland Fire Rescue Authority, State of Colorado, for the Calendar Year Beginning on the First Day of January 2022 and Ending on the Last Day of December 2022
Motion made by Vice Chairman Fogel to open a Public Hearing to Consider Adoption of Resolution-140. Seconded by Director Legits; motion carried unanimously.

Attorney Powell certified for the record that notice the of public hearing had been published in a newspaper of general circulation as required by law. No public comment was received prior to the public hearing, and no members of the public present at the hearing desired to provide comment.

Chief Sendelbach stated that this Supplemental Budget is to roll over unexpended money from the 2021 budget to the 2022 budget to purchase items including laptops, uniforms, and support equipment.

Motion made by Vice Chairman Fogle to close the public hearing. Seconded by Director Adams; motion carried unanimously.

Motion made by Vice Chairman Fogel to Adopt Resolution-140. Seconded by Director Adams; motion carried unanimously.

6. Chief's Report

Chief Sendelbach reported the following matters to the Board:

Accreditation
- Accreditation is on track to have documents uploaded for review on March 31st. The Standard of Cover, which Lt. Dan Engelhardt and Firefighter Dan Walsh are currently wrapping up, will be presented at next month’s Board meeting.

Personnel Reorganization
- LFRA will be putting two inspectors in place, one of which will be hired later in the year. The application process has been re-opened to provide for a larger pool of applicants from which to consider.

Grant Applications
- LFRA applied for the Assistance to Firefighters Grant as a regional grant with four neighboring fire departments: Berthoud Fire Protection District, Greeley Fire Department, Windsor-Severance Fire Protection District, and Evans Fire Protection District. If awarded, the grant will pay for NFPA 1582 compliant physicals and cancer screenings for employees. This grant has moved to Peer Review.

If awarded, LFRA will partner with Front Line Mobile Health for this project. Chief Sendelbach stated that a possible location for the medical center associated with this project is in an existing facility on LFRA’s Training Center property. This project will be zero expense for LFRA.

- LFRA did not apply for the S.A.F.E.R. Grant. LFRA expects to submit for this grant next year.

- LFRA has submitted a position paper for a new grant with the assistance of Paul Dennison of the Four Mile Fire District. Paul was introduced to LFRA by Zach Sullivan of FRAC. The position paper presents LFRA's case for a grant that ties into the Community Wildfire Protection Plan (CWPP), which would allow LFRA to do a wildland risk assessment and then build out a community education program and fuel mitigation
program. It will help in the prioritization of what needs to be addressed from a wildland protection perspective.

**Fire Rescue Advisory Commission (FRAC)**
- Paul Pfeifer and Jon Smela (Chairman), both members of FRAC, are assisting LFRA with a SWOT Analysis in preparation of the development of LFRA’s Strategic Plan. SWOT stands for Strengths, Weaknesses, Opportunities, and Threats.

**Operations Activity Report**
- Chief Ward provided Chief Smith’s operations report as Chief Smith was called away. Estes Park had a second alarm structure fire on a metal building on February 2nd. A second alarm from Estes Park receives an engine, the heavy rescue engine, and battalion chief from LFRA mutual aid. Estes Park Fire Protection District had the fire under control when LFRA got there.

- On February 7th there was a call for an ice rescue for a couple of dogs on Silver Lake. One dog was in the water and one dog was on the edge of the water on the ice. The crews went out, got into the water, and were able to rescue both dogs. The dogs were transported to the vet and the Humane Society took over the investigation.

**Apparatus / Station Update**
- There were no updates on apparatus.
- Pictures were shown of the Station 10 construction progress.
- Chief Ward stated he spoke to Lorna Holmes, Facilities Project Manager for the City of Loveland. She is working on a Request for Proposals (RFP) process for an owner’s rep for a few city projects, including Station 3.

**Badge Pinning**
- Chief Sendelbach reminded everyone about the Badge Pinning Ceremony tomorrow, February 24th at the Mountain View High School Auditorium at 5:30 pm.

**Captain Dave Legits**
- Chief Sendelbach told everyone about LFRA’s retirement party for Captain Dave Legits on March 8th at the LFRA Station 7 at 6:30 pm.

7. **Additional Business**

Board Chairman Swanty asked if there was any further business. Director Adams stated he had one question on page 34 of the financial statements regarding property insurance claims. It was in regards to a paid amount without a claim. Cheryl Cabaruivas, LFRA Administrative Analyst, explained it was a continuation of a claim from the previous year.

With no further business to come before the Board, Chairman Swanty adjourned the meeting at 2:42 p.m.

The foregoing minutes, having been approved by the LFRA Board of Directors, constitute the official minutes of the meeting held on the date stated above.
I hereby attest that the information communicated during the executive session, which was not recorded, constituted privileged attorney-client communications.

Emily J. Powell, Esq.

I hereby attest that the executive session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(b).

Jeffrey M. Swanty, Chairman