

REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE LOVELAND RURAL FIRE PROTECTION DISTRICT

The regular meeting of the Board of Directors of the Loveland Rural Fire Protection District was held at Station 1 on Wednesday, May 2nd, 2012 at 5:30 P.M.

The following members were present:

Dave Legits, Barry Gustafson, Mike McKenna, Leroy Anderson and Jeff Swanty

Also present were:

Greg White, Secretary, Loveland Rural Fire Protection District
Randy Mirowski, Loveland Fire and Rescue Department
Merlin Green, Loveland Fire and Rescue Department
Ned Sparks, Loveland Fire and Rescue Department
Renee Wheeler, Loveland Fire and Rescue Department
Tim Smith, Loveland Fire and Rescue Department
Bill Lundquist, Big Thompson Canyon Volunteer Fire Department
James Weber, Big Thompson Canyon Volunteer Fire Department
Sherri Valentine, Citizen

President Legits called the meeting to order.

The minutes of the April 4th, 2012 regular meeting were presented. Upon motion by McKenna, seconded by Gustafson, and unanimously carried, the minutes were approved.

White presented the April 2012 bills. Along with the bills, White presented a summary of election expenses to date. The major and remaining election expenses will be judges. White also noted that the bills include a \$124,000 bill to the Fire Authority which is for May 2012. The District will receive the April bill in the next day or two. White requested that the Board approve payment of both the April and May Fire Authority bills once the April bill is received by the District. Upon motion by Anderson, seconded by Gustafson, and unanimously carried, the following bills were approved, including the April Fire Authority bill once received.

Loveland Rescue Fire Authority (1) April		98,288.00
Loveland Rescue Fire Authority (1) May		124,000.00
City of Loveland		
Electricity (2)	53.81	
Electricity (2)	13.45	67.26
Poudre Valley REA		
Electricity (2)		30.00
Qwest		
Miscellaneous (5)		100.00
Qwest		
Miscellaneous (5)		500.00
Big Thompson Canyon Volunteer Fire Department		
Miscellaneous (6)		7,740.23
Coren Printing		
Election Expense (13)		9,969.32
Bridget Cassidy		
Election Expense (13)		1,506.25

Gregory A. White	
Election Expense (13)	4,365.00
Gregory A. White	
Election Expense (13) –Supplies	150.79
Office Depot	
Election Expense (13) –Supplies	107.16
Hughes Associates Inc.	
Fire Prevention (14)	750.00
Gregory A. White	
Legal Fees (11 a)	1,350.00
Gregory A. White	
Administrative Fee (11b)	1,000.00
Board Secretary Fee (7a)	316.67
Donna Holst	
Bookkeeper Fee (7c)	468.33
Dave Legits	
Board Meeting (7b)	50.00
Barry Gustafson	
Board Meeting (7b)	50.00
Mike McKenna	
Board Meeting (7b)	50.00
Leroy Anderson	
Board Meeting (7b)	50.00
TOTAL	\$ 250,909.01

White presented the Financial Report. He noted that he had just recently renewed the Home State Bank CD for an additional six months. The Home State Bank was the only financial institution interested in receiving District funds and was only interested in renewing the CD for six months. White noted that he, as usual, checked with all financial institutions to determine their interest in District funds.

Chief Mirowski gave the Chief's Report. He noted that the Board had received the April Report and asked if there were any questions. He reviewed the May 10, 2012 Fire Authority Board Agenda with the Board. Mirowski noted that the City Council approved the matching funds for the AFG – Radio Grant upon first reading. Mirowski noted that the City is funding the entire matching funds for this Grant and there is no Rural District responsibility.

Mirowski informed the Board that there is no current agreement with Thompson Valley Emergency Medical Service District with regard to operations between the Fire Authority and the TVEMS District. White noted that he knew of no agreement between the entities. Mirowski stated that the TVEMS Board authorized its staff and attorney to move forward to negotiate an agreement with the Fire Authority with regard to operations and other mutual issues.

Mirowski stated that in the last month that the Department had completed rescue school with seven agencies participating in this training. This focused on technical rescue, rope rescue and large animal rescues.

Mirowski stated that the new engine is scheduled to be delivered to the Department in mid to late June. Mirowski stated that the Strategic Plan had been completed. The technical writer is reviewing the document to clean up its technical writing issues.

Mirowski commented on the recent Memo from City Manager Cahill with regard to administrative support for the various city pension funds including the Consolidated Rural City Pension Fund. Mirowski stated that this Memo is another example of City Manager Cahill providing support to the Fire Department. McKenna, as president of the Consolidated Firefighters Pension Board, noted that the City has been providing good administrative support to the Consolidated Firefighters Pension Board for the past number of years.

Renee Wheeler gave the Public Safety Administrative Director's Report. She provided the Board with the first Budget Biz which is the Fire Authority's first quarterly report. She reviewed the report, commented on its design, briefed the Board on individual pages and requested any comments from the Board. Following review of the Federal grants portion of the revenues in the financials, Director McKenna commented on the possibility of Federal grants not being available in the future. Chief Mirowski responded that the Department was well aware of this possibility, and this will be considered in future financial planning by the Fire Authority.

Director Wheeler requested that the Board approve a Supplemental Budget and Appropriation to the 2012 Loveland Fire Rescue Authority Budget to appropriate additional funding from the City of Loveland for projects approved but not completed in 2011 and new projects. This Resolution would appropriate a total of \$1,146,730 additional money to the Loveland Fire Rescue Authority Budget. The City of Loveland has already approved this Supplemental Budget and Appropriation to the City Budget. The appropriations are for \$244,070 additional contribution from the City of Loveland General Fund for operational expenditures, \$219,970 from City of Loveland Reserves for fire equipment, and \$682,690 of Grant monies from FEMA and AFG Grants. Director Wheeler noted that due to the receipt of the Radio Grant that \$106,200 was removed because of Grant money and inserted to cover overtime.

Renee reviewed the overtime funding of the Department from 2007 through 2012 which indicated that the Department needed to appropriate more funds for overtime. Chief Mirowski noted that the Department in the past has made up for the overtime budgetary deficiency by not spending in other budgeted areas.

Upon motion by McKenna, seconded by Gustafson, and unanimously carried, the Board approved the Supplemental Budget and Appropriation as presented by Director Wheeler.

Chief Sparks gave the Operation Division Report. It has been a fairly quiet month. The Department is losing two of the part-time firefighters. The Department will look first to the Volunteers for replacement. Director McKenna commented on the qualifications for Volunteers noting that the qualifications to apply for a volunteer position are rigorous. Sparks stated that the purpose of these qualifications is to attract volunteers who are looking to become career firefighters. The past experience has been that training of volunteers is not cost effective as they leave the Department in a fairly short amount of time. Sparks noted that there are currently ten qualified applicants on the list for volunteers indicating that there are an extensive number of qualified candidates who meet the standards. The Board and the Department had a discussion of the three tier system which is pay, part-time and volunteers as it applies to Department operations and the need for a Volunteer Retention Officer.

Sparks noted that the bidding for Station No. 6 is in progress. Six of the pre-qualified bidders are interested in bidding. The Department anticipates that construction will start in June and will be an approximate six month process.

Chief Green gave the Community Safety Division Report. He updated the Board on the negotiations with Ray and Sonia Mehaffy who are the owners of the property on the southwest corner of Wilson and 29th. The Mehaffy's are interested in negotiating a sale of a portion of this acreage for a fire station. The Mehaffy's have some conditions with regard to negotiating a sale including retention of agriculture zoning on the remaining property. The Department has reviewed infrastructure costs, and those costs do not appear to be an impediment to construct a fire station at this location.

Chief Bill Lundquist gave the Canyon Chief's report. Lundquist thanked Chief Mirowski for his attendance and comments at the Awards Banquet. Recently the Department has responded to two significant calls for an extrication on Storm Mountain due to a vehicular accident which included extrication and rope rescue of the victim, and a fatal self-inflicted gunshot.

White updated the Board on the election. He anticipates that more than 3,000 ballots will be returned out of a total of 11,000+ mailed. White noted that the election judges have been on duty since April 22 logging in the mail ballots and as of May 1 counting has begun. White requested that the Board authorize payment for judges services at the rate Larimer County pays its election judges. Upon motion by McKenna, seconded by Anderson, and unanimously carried, White was authorized to determine the rate Larimer County pays its election judges and pay the same to the District election judges for the mail ballot election.

Gustafson requested that the District send a suitable memorial in memory of Debbie Bratten.

There being no further business the meeting adjourned.

Gregory A. White, Secretary/Assistant Treasurer

ATTEST:

President