

FRONT RANGE FIRE RESCUE  
BOARD OF DIRECTORS MEETING  
Wednesday, May 8, 2019 at 18: \_\_  
(Immediately Following the Special Pension Meeting)  
101 S. Irene Avenue, Milliken, CO 80543

Director Rutt called the FRFR BoD Meeting to order at 18:24. Roll call: Darrin Rutt, Jim Young, Greg Freehling, and Blair Howe. Reid Hobler is absent and excused. Also in attendance are Chief Bateman, Chief Covillo, Chief Drage, Christine Champlin, and Vanessa Thorpe.

PLEDGE OF ALLEGIANCE: Said at previous FRFR Pension BoD Meeting.

GUEST/PUBLIC COMMENT: None.

APPROVAL OF MINUTES: Howe moves to approve the April 10 and April 17<sup>th</sup>, 2019 minutes. Freehling seconds. Roll call: All "aye." Motion passes.

APPROVAL/ADDITIONS/MODIFICATIONS TO AGENDA: Bateman would like to move new business right after the Swearing in Ceremony. Howe moves to approve the agenda with the modifications as stated. Freehling seconds. Motion passes.

SWEARING IN CEREMONY: Chief Bateman introduces FRFR's new firefighters. Chief Bateman swears in Adam Nieto and Chief Covillo swears in Richie Van Tine. Relatives pinned on their badges. The newly sworn in firefighters each spoke about their gratitude. Pictures were taken.

NEW BUSINESS:

MOU W/ J25: John Chmil has been in regular contact with Mark Hunter, the attorney that is representing the J-25 development team, in an effort to finalize an MOU between J25 and FRFR. As you recall, John Rosso was transparent with me in a late February 2019 phone call that they remained resolved in the commitment to us, but didn't want to take a "position politically." Bateman believes that finalizing the IGA with the Town, especially Paragraph 3 which speaks to the Town taking that political position instead, was important to making them feel comfortable.

Bateman believes that the in-kind exchange of property for a waiver of impact fees (spoken to in the December IGA for impact fees) was a benefit they wanted to receive, as opposed to something passed along to downstream developers. In other words, if they chose to sell off pieces of their property to other home builders / developers that they wished to receive the benefit of making the in-kind exchange of their land to us and not XYZ Homebuilders (for example). This is completely understandable. The challenge lies in how to make that happen, based upon current statute. Dick Lyons has weighed in as well. John and Mark have a phone call planned for tomorrow.

Bateman showed a video – The Ridge at Johnstown. Bateman really wanted to get this done this month, but just couldn't bring it together. Bateman hopes to bring it for signatures on June 12, 2019.

CONSENT AGENDA: Howe moves to approve and pay the bills. Young seconds. Roll call: Rutt, yes; Young, yes; Freehling, yes; and Howe, yes. Motion passes.

STAFF REPORTS:

ADMINISTRATION:

Treasurer's Report / Financial Report

- YTD Numbers are posted in the Board May Financial folder
- March Bills are posted in the Board May Financial folder

Chief Hiring Update:

Chief Bateman reports that we are almost there. Christine has been working hard to coordinate all the logistical pieces. A couple of members of the Citizen's Action Group are going to assist with answering phones while Cindy is helping Christine. We have collected all the questions from the various panels. We just wanted to hold space in this board meeting for any discussion / planning that the BoDs needed.

We have created the following items and they are ready to go for the events next week:

- welcome posters for both the meet and greet and assessment day including a map
- comment cards and pencils for the meet and greet, boxes to put the cards into
- food is set for both events
- accommodations have been set for candidates that need them

Young had questions to clarify how the logistics of the interview process will go with the candidates, as well as the clothing options the BoDs will wear. Bateman and Christine explicitly explained all of this in detail. Christine has prepared sheets to take notes on each candidate. Christine also made maps of the layout of the events. Christine has prepared a sheet with questions for the candidates as well. This has been provided to the BoDs. Bateman states the BoDs can invite anyone they wish to the Executive Session of the hiring process. Young would like to hear from all of the hiring panels---firefighters, directors, administration, etc. Christine will make sure to email the BoDs the rest of the schedule.

Bateman states for the Meet & Greet that will take place on Tuesday evening – the candidates will each speak 8-10 minutes (names will be drawn out of a hat) at Grace Community Church. After the candidates speak, everyone will move out into the foyer for a meet and greet. Rutt would like this to be advertised to the community for their input.

#### Payroll Update

We rolled out our new payroll system last week. Cindy and Christine are very pleased with the results, and we have already heard from many members that they like the ease of the layout. Christine will be meeting with each shift the week of 5/20/19 to be sure members understand how to use the new system.

Rutt asked if the BoDs needed to set up on the new payroll account. Christine will email out specific instructions on how to do this.

#### Audit

The field audit will be Thursday, May 16<sup>th</sup>. Once that has been completed we should be able to schedule them to present to the Board at the August meeting.

#### LIFE SAFETY:

##### CODE ADOPTION PROCESS

Town of Milliken: Sent 2018 IFC amendments to Pepper and Tami with Milliken. No comments have been received yet. Town of Johnstown: Chief Covillo attended a meeting hosted by the Town of Johnstown on 4/23/2019 and received good feedback on our proposed amendments. Weld County: Please refer to the Board Action Item document in my folder.

Freehling moves to adopt Resolution 2019-06 - A Resolution Amending And Adopting The 2018 International Fire Code, As Published By The International Code Council, For Enforcement By The Front Range Fire Rescue Fire Protection District Within Unincorporated Weld County. Howe seconds. Roll call: Rutt, yes; Young, yes; Freehling, yes; and Howe, yes. Motion passes. Signatures obtained.

#### IMPACT FEES

Another topic of discussion in the April 22nd work session with the County Commissioners was the topic of fire service impact fees. The BOCC does not support fire service impact fees in any way; however, they also made the valid point that any large neighborhood or significant commercial construction proposed within the County would likely be annexed into a Town, and the County preferred that process. Thus, if we have impact fees adopted into both towns, we will still be able to collect the greatest amount of impact fee revenue possible.

#### SPECIAL REVIEWS

Anadarko Point Three oil and gas facility: The applicant reports that this project has been delayed by the Town of Johnstown.

Kerr-McGee Johnstown Compressor Station: The applicant reports that they will be submitting for building permits in the very near future.

Johnstown YMCA: Drage received a change request to add a commercial kitchen to the building. Plans were submitted in early May and are being reviewed now.

Two Rivers Racing: The vintage race on May 5th was cancelled by the applicant. Their next vintage race will be in September.

BBQ Day: Robert Burns has been attending the planning meetings. They are working on completing the special event permit application and will be coordinating with UCHealth EMS to arrange for an EMS standby during the event.

## BUILDING PLAN REVIEWS

Johnstown Community YMCA – Fire sprinkler and fire alarm plans have both been approved with FRFR permits issued. Drage still has not received information on the radio amplification system that will be installed in the building to improve radio coverage. They have decided to include a commercial kitchen in the building and have submitted the necessary documentation for our permit. Also, Adolfson & Peterson Construction have asked FRFR and Johnstown PD to partner with them to run a simulated emergency drill in early June. We will be attending an initial planning meeting later this month.

Nature's Herbs – Site work continues. We should start seeing the building going vertical in the near future. Pending permit submittals will include fire alarm, fire sprinkler, hazardous materials storage/use, and flammable liquid and carbon dioxide extraction processes.

Wilson Horse Arena – The fire alarm system re-submittal was received on May 3rd and is being reviewed. The original (rejected) plans included only a water flow monitor with an outside horn and strobe. The new submittal is a full fire alarm system for the building. No new information on: Red Barn Liquor, Bernhardt Compressor Station expansion, Milliken Reverse Osmosis Plant, or Boulder Scientific.

## DEVELOPMENT REVIEWS

Johnstown Village – Final street names have been approved for this new residential development of 139 acres on the SE corner of Highway 60 and County Road 13. A gas and oil pipeline is being installed through this development. Site work should begin after that is concluded.

Sunfield – Site development has begun on this new 100-acre development of approx. 269 single family homes in the SE corner of Alice and Inez.

Brookstone – Site development has begun on expanding the townhomes between Stage Coach Drive and Highway 60/Broad Street. This next phase is slated to add 132 new townhomes.

No new information on: Great Plains Village, Great Plains Village North, Welty Ridge, Johnstown Farms 3rd Filing, Glenrose Heights, Vista Commons, Prairie Sky, or Ridgeview Ranch.

## FIRE INSPECTION AND CODE ENFORCEMENT

Kurt completed 32 inspections and 11 re-inspections last month. He received his Inspector 1 certification from the International Code Council and has applied for his State Inspector 1 certification. He was instrumental in making the side-by-side burn demo a success, getting donations for 99% of the materials we burned. He was only on site to help with the setup, watch the demo, and clean up afterward. He is still working with BC Kronholm to schedule fire alarm and sprinkler system training for the crews. He identified three assembly occupancies that did not have occupant loads posted and has addressed those gaps. He took a class on the first weekend of May to become certified as a juvenile firesetter intervention specialist.

## COMMUNITY OUTREACH

Citizens Advisory Group: This group has reached its maximum capacity with five awesome community members: Sam Schleiger, Robert Burns, Tami Burns (not related to Robert), Jesse Tallent, and Joe Jaramillo. We've been meeting monthly since the group formed late last year. Right now, they are helping us come up with and vet some ideas and opportunities for improving our community outreach efforts. Also, two of our members (Tami and Joe) have volunteered to help facilitate things at Aims on the morning of our upcoming Fire Chief assessment center.

Car seat appointments were down again last month, with only 2 provided. Crews also went to each senior center once last month.

The 2019 Johnstown-Milliken Children's Festival took place on Saturday, April 6, at Roosevelt High School. Engine and ambulance crews from both stations attended and interacted with at least 300 kids and their parents. SafeKids Larimer County assisted with car seat checks.

On Monday, April 22, FRFR and WSFR co-hosted a side-by-side demonstration of a fire in a sprinkled vs unsprinkled room at the Aims Public Safety Institute. No staff or elected officials from either town or the county showed up. A small handful of citizens were on-hand to observe the demonstration, but Drage believes they were residents who lived in the WSFR response area...and Drage knows for a fact that one of them lives in SE Fort Collins. Thankfully, both Poudre Fire Authority and WSFR sent staff to video record the event. Both agencies stated that they would share the final videos with us once they were finished so that we could post them on our website and social media pages.

We are hosting a one-day recertification session for all car seat technicians at Station 2 on Wednesday, May 29th. The relationships with the Colorado Department of Public Safety as well as Larimer County SafeKids are steadily improving, with tremendous benefits such as these free recertification opportunities are being made available to FRFR members and the public. Drage is also working with Larimer County SafeKids to find a way to get a Weld County branch started.

## EMERGENCY MANAGEMENT

Front Range Emergency Resources Co-op – A special work group met on April 29th to review proposed changes to the tactical response plan cards that oil and gas operators create and provide to the fire service. We are working on trying to standardize those forms so they are consistent throughout the entire county.

### ACCREDITATION

On Friday, April 12th, Drage was contacted by Steve Olson, the peer team coordinator with the Center for Public Safety Excellence. He informed me they had an emergency need to backfill a peer assessment team for Columbus (MS) Fire and Rescue for a site visit the week of April 22-26 due to a member withdrawing for a family emergency. Chief Bateman agreed to send me in support of the CPSE and Drage is pleased to say that the site visit went very well. Please see the letter of thanks from CPSE in the Board Communications folder. Drage was asked by the Colorado Accreditation Consortium to support Adams County Fire Rescue (ACFR) in their accreditation efforts by serving as a peer assessor for a one-day mock site visit to better help them prepare for the real thing, which is scheduled for late April. Drage collaborated with Neil Rosenberger (Fairmount Fire Rescue), Jeff Dykstra (WSFR) and Scot Swindall (South Metro) to run ACFR through the paces and educate their staff on the process on April 30th. It was a very successful day and everyone at ACFR was very appreciative of the support and information they received. Drage also got to learn a little more about the younger years of our illustrious Operations Chief, but that's a story for another day...

### OPERATIONS CHIEF REPORT:

#### Apparatus, Equipment, and Facilities

Apparatus: The Ladder on 2918 (Ladder 8) has been repaired. We are working with Front Range Apparatus with performing the necessary repairs to the ground ladders. Covillo has spoken to Ally once again, and they have pushed the request to the title to their title department. Covillo has respectfully expressed our frustration and how this is delaying us on selling the vehicle. Covillo feels a positive step forward was made today. They are requesting information with the State of Colorado, and Covillo has a contact at Ally which will help on following up with them. Covillo anticipates having the title by July.

Facilities: The week has been busy with sub-contractor visits and speaking to two different banks. H3 the contractor for the work is conducting a site visit with all potential sub-contract trades to look over the building as they begin to evolve a cost estimate for the project.

Christine and Covillo met with FNB and PWB to discuss loan options for the remodel work. All of the banker will be putting together some funding options. In conversation with Scott with PWB he thinks we should do a two part process, we will start with a construction loan which we will on accrue interest on the money that is drawn to make payments. Upon completion of the project, the loan will then transfer to a regular term note. We asked for them to look at a 5, 7, 10-year term on the financing. Covillo conveyed this message to the folks with FNB. They are also putting together what they can offer us. We are planning to reach out to an additional bank and see what they have to offer FRFR. Covillo is hopeful that we will have a funding plan for your consideration at the June BOD meeting.

#### Staffing

- Our two newest career firefighters are doing well and learning their new roles.
- It has been quiet on the reserve recruiting front. BC Kronholm has been focused on his part of the Fire Chief hiring process, as well as most potential candidates are at the end of their semester.

#### Operations/Training

##### Operations:

- Within your Operations Chief folder, there are the monthly, and YTD reports. Call volume is lagging behind 2018. The two reports are in the May, Staff Reports, Operations folder for your viewing pleasure.
- We are back to being fully staffed. FF Boor in on a Military leave for approximately the next ten months. We have the best Firefighter in Northern Colorado, and Covillo is so very proud of each of them.
- The UCH ambulance will be at station three on a more routine basis starting in June. UCH has been working with the folks and getting them well trained to respond to 911 as necessary.

Training: BC Kronholm is working with others to revamp our training process for the reserves and will unveil the plan with the four new members. Also, he is working with the crews. He is running evaluations horizontal standpipe deployments. The horizontal standpipe is not highly commonly deployed on our incidents. Chief Kronholm is an asset to our department, and we are happy he took the first tour as the Training BC.

### FIRE CHIEF'S REPORT:

IGA – SAFER Grant: The SAFER grant has been an enormous challenge to manage. We are still waiting on reimbursement from the last 11 days of 2018 before we can submit a request for the first three months of 2019. We have exchanged several emails with one of the FEMA grant managers and even she, at times, has been confused. Some of the confusion is from the increase in salary we implemented this year, but most is simply that nothing is easy with FEMA. If you recall, they gave us too much money after the 2013

flood and then asked for it back. It caused issues in an audit years later even. As Bateman has said before, being awarded a grant is hardly the end of it; most headaches are in the management. This will be a huge challenge for Christine going forward.

Town of Milliken IGA: Chief Covillo, Chief Drage and Bateman met with the Milliken Town Manager on Wednesday, May 1<sup>st</sup>. We had a very good conversation with Mr. Singewald regarding the IGA. To remind, after several months of very little progress, Bateman emailed the Town Administration last November 19<sup>th</sup> saying, “With an often articulated desire to have an IGA that is equal to the document that the District enters into with the Town of Johnstown, Bateman thinks it is wise to get that one done first - so there is *no* disparity between the two agreements.” With the Johnstown document nearly finished (it was on the consent agenda), Bateman sent it to the Mr. Singewald on April 17, 2019. Unfortunately, the issue of municipal hydrant maintenance and testing remains a sticking point with the Town Board. In no uncertain terms, there is a belief that we charge more and deliver less. Bateman couldn’t disagree more that FRFR doing (or not doing) hydrant maintenance is any litmus test of our capability as a fire / EMS provider. Bateman thinks the proposed IGA language, especially Paragraphs 6(b) and 6(d) which speak to the number of trained firefighters we will have in the station, how quickly we will respond, and how we will continue to improve are an infinitely better gauge of what we deliver.

Mr. Singewald came by Station 2 the following day, May 2, 2019, to ask if we would consider removing the “No Parking” signs from the north parking lot for one month to help a small business owner impacted by delays with the Josephine Project. Bateman believed this was a reasonable request, but said they will go back up afterwards, to help dissuade alcohol on our property, jaywalking across a state highway, and District liability with regards to patrons parking here. Bateman was thankful for Tim coming and visiting directly with us.

This IGA and the one for impact fees won’t get done in Bateman’s tenure as Fire Chief. Bateman would encourage the BoDs to make this a priority in the latter six months of 2019. It would help to attend a Town meeting; Batman knows this is difficult because one of their two monthly meetings coincide with ours. Bateman will work towards writing an essay for *The Johnstown Breeze*, celebrating how we deliver more in 2019 than we did in 2009.

Bottom line it is the Town of Milliken’s responsibility for their water and hydrant maintenance. It seems the resistance is coming from the Town of Milliken Staff. Howe states he is willing to go to the Town of Milliken Meetings. Howe states we need to do something so that there is an understanding between FRFR and Town of Milliken regarding hydrant maintenance. Howe will address all aspects.

Bateman states that in this marriage, the Town of Milliken/community has benefitted the most. Howe feels that this community has not been communicated or explained to by the BoDs by what they have gained with the service that FRFR provides. The relationship with the town is higher maintenance.

The BoDs will get a plan together and attend the Town of Milliken Meetings.

Rutt interjects that if the hydrants do not meet the flow requirement, The Town of Milliken cannot build. Everything is monitored; however, the Town of Milliken does not seem to understand this.

Dispatch Fees: If you recall, in 2014 Weld County held a series of meetings with fire agencies. Weld County required each fire agency to sign a user’s agreement that spoke to us “sharing” the cost of dispatch services. Paragraph 3(a) of that document stated, “starting in 2016 each law and fire agency shall pay ten percent (10%) of the total costs for operations and infrastructure depreciation allocated to each law and fire agency, in 2017 twelve and one-half percent (12.5%), in 2018 fifteen percent (15%), in 2019 seventeen and one-half percent (17.5%) and in 2020 and beyond twenty percent (20%).”

Weld County has now informed the WCFCA that we will not be charged a 20% cost share in 2020, but rather a 40% cost share. The following explanation was sent in an email correspondence from WCFCA President, Jeremy Young: “Long story – short, Fire Districts no longer have a three (3) year phase in, we take on the full 40% of the cost beginning in 2020. Law Enforcement will still have a three (3) year phase in. The reasoning behind this, the Commissioners had met with Banner and UC Health within the last 30 days and came to the conclusion that Banner’s contribution to Dispatch would no longer be required as before by the County and will be treated just as UC Health is being treated. So, the lost funding immediately shifted to the fire departments.” Line Item 8470 is \$23,000 this year. It will likely be close to \$55,000 for 2020.

Bateman disagrees with this direction / decision on many levels, but (like in 2015) there is little that we can do. Bateman shares this for information and budgetary purposes only. It is not a thing we can fight.

Other: Young asked about a list of questions and how are the BoDs going to do that. Bateman explains that Christine has made up a list of eight questions with lines. Bateman suggests having a powwow before the interviews and decide who is going to ask what. Bateman states approval has been sought from legal.

Howe asks the crew members in the audience how they feel about everything and this process. Ferrell states they trust the BoDs and feels that everything has been very thorough.

Many of the BoDs sentiments were expressed by Young, Howe, and Rutt. Staff was thanked as well.

Bateman reminds everyone that BBQ Days Pancake Breakfast is right around the corner.

Bateman expresses sentiments for Chris Klaas' wife who has pancreatic cancer.

CORRESPONDENCE: Provided in Google folder.

ADJOURNMENT: Meeting adjourned at 19:35.