

## RECORD OF PROCEEDINGS

---

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BLACK FOREST FIRE/RESCUE PROTECTION DISTRICT

The Board of Directors of the Black Forest Fire/Rescue Protection District held a regular board meeting on February 20, 2019, at Black Forest Fire Station One, such meeting duly posted for public notice.

A quorum present, the meeting began at 7:11 p.m., following a pension board meeting.

Directors present: PJ Langmaid/R. McMorrان/J. Hinton/R. Nearhoof/D. Hoffpaur  
Directors absent: None  
Also present: Chief Jack/D. Arkowski/fire department personnel/community members

**Roll Call:** All directors were present.

**Minutes** A motion was made and seconded to approve the board meeting minutes for the January 16, 2019 meeting; upon a vote, the motion was carried unanimously.

**Financial Reports** Treasurer Hinton reported property tax collections are increasing somewhat. A large expenditure was made for insurance coverage (workers compensation and general liability) for year 2019. All finances are in a good position. **Upon a motion duly made and seconded, the board approved the financial report; motion carried unanimously.**

**Operations Report** Given by Chief Jack. (A written report was prepared by Chief Jack, and a copy is attached to the minutes.)

#### Response/Service

- 87 responses in last month and 39 transports.

#### Training

- Train the Trainer class covered and wildland refresher.
- AARP lunch training was older adult home safety.
- Organizing a joint volunteer recruit academy with Falcon FPD.
- A division supervisor class will be hosted by El Paso County and BFFPD will send five students.

#### EMS

- Chief Rebitski has completed an EMS grant proposal for two ambulances. If approved, this expenditure will be in the 2020 budget.

#### Apparatus and Equipment

- New engine is in progress.
- All apparatus are in service.

#### Facilities and Grounds

- Exterior and interior lighting repairs cost about \$3000. Flagpole is on hold; water is in the electrical line.

#### Other

- Staffing of Station 2 was 26 days at 83.8%, partially staffed 3 days at 9.6% and unstaffed 2 days at 6.4%.
- Met with Flying Horse North developers; their project is moving forward.
- The 2018 annual report prepared by Chief Jack was presented to board members.
- The links on the BFFPD website are still being worked on in an attempt to make all documents available to the public.

**Old Business** Policy manual formatting recommendation has been submitted to Chief Jack by Chair Langmaid, which would have each individual policy in a distinct file, with all files included in a master file.

No personnel have submitted an essay as yet for the leadership scholarship. Chief Jack will remind all personnel about this opportunity.

## RECORD OF PROCEEDINGS

---

Regarding the code of conduct, by-laws, and board policies, Treasurer Hinton has been researching previous documents and copies will be emailed to the directors for their consideration. It was requested that a final draft be sent to all directors before the next meeting.

**Executive Session** A motion was made to adjourn into executive session per §24-6-402(4)(b), C.R.S. to receive legal advice from the district's attorney; motion received a second; upon a vote, the motion passed unanimously. The board adjourned into executive session at 7:30 p.m. to hold a telephonic meeting with the attorney.

The board reconvened in open session at 8:30 p.m.

**New Business** Nothing to be discussed.

**Reports on Workshops and Meetings** Mr. Hinton will meet with Commissioner Williams on February 27<sup>th</sup> and Chief Jack will accompany him. This meeting will be to discuss impact fees and street safety in Black Forest. Re Ms. Williams' belief that special districts may be able to impose sales tax, this is being studied.

Flying Horse North representatives met with Chief Jack to discuss code requirements covering sprinklers and alarms for the maintenance building and club house and a cistern system. They also brought up the possibility of including a 200-room hotel in the development. Chief Jack informed them that all plans would have to be reviewed by the City Planning Department. It was noted that the inclusion of this one building in a development would have an impact on the fire district of approximately \$1m – the cost of a ladder truck, that would be used only for this one building.

**Correspondence** Mr. Langmaid sent a letter to the City fire chief concerning BFFPD company officers being pressured into making decisions they do not have authority to make in a dual response area. Battalion Chief McConnellogue of City FD is addressing this matter.

**Public and Local 4502 Comments** Lisa Hatfield and Natalie Barszcz, reporters for the *Our Community News* monthly paper introduced themselves, alerting the board that they plan to attend monthly board meetings to cover the BFFPD news.

BFFPD Captain Bell reported for Local 4502, noting the desire to discuss fire truck responses, number of responding personnel, and crew requirements at Station 2. Mr. Bell will discuss these matters with Chief Jack and union personnel to come to a satisfactory agreement, adding that it may be necessary to invoke the fire fighter safety act for clarification.

Chair Langmaid advised that HB 19-1108 will be coming up for a vote soon, and it would allow non-residents to vote on special district board representation. Attendees were advised to research this issue and possibly contact their representatives.

**Future Meetings** The next regular meeting will be held on March 20, 2019, following a pension meeting to begin at 7:00 p.m.

**Adjournment** There being no further business, **and upon motion duly made, seconded, and unanimously carried**, the board adjourned at 9:00 p.m.

Respectfully submitted,

Donna Arkowski, Secretary