

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 January 20, 2021, such meeting duly posted for public notice.

A quorum present, the meeting was called to order at 7:00 p.m. by Chair Nearhoof.

Directors present: R. Nearhoof/N. Dowden/J. Hinton/D. Hoffpaur

Directors absent: J. Abendschan

Also present: Chief Langmaid/D. Arkowski/fire department personnel/OCN reporter Natalie Barszcz/Joel Helzer/Community Members

Roll Call: Director Abendschan was absent; **A motion was made and seconded to excuse Mr. Abendschan's absence from the meeting; upon a vote, the motion was carried unanimously.**

Resolution 2021-01 A resolution notifying posting locations for meetings and meeting dates for year 2021 was presented, advising that such notices will be posted at least 24 hours before a meeting, that meetings will be publicly noticed on the Fire District website, bffire.org, that meetings will be held at the fire station at 11445 Teachout Road, on the third Wednesday of each month, at 7:00 p.m. **A motion was made and seconded to adopt Resolution 2021-01; a vote was held and the motion passed unanimously.**

Minutes **A motion was made and seconded to approve the board meeting minutes for the December 9, 2020 regular board meeting; upon a vote, the motion was carried unanimously.**

Financial Reports Treasurer Hinton reported there is \$1.075 million on hand and the reserve accounts are funded. All transactions for the month were reviewed and are in order. A newly instituted accounting system is working well. **A motion was made and seconded to approve the financial report; the motion carried unanimously.**

Chief's Report Given by Chief Langmaid. A written report was prepared by Chief Langmaid and sent to all directors. A copy is attached to the minutes.

Administrative:

- Finance – Spending has been curtailed due to minimal tax revenues, which will not increase until March.
- Personnel – We have begun using a firm to improve recruiting processes and reduce attrition.
- Melissa Bottorff has retired from her position of administrative assistant, and a search for a replacement is in progress.

Logistics:

- Facilities – Nothing to report in the area of repairs or problems.
- Fleet – The Spartan engine has not been returned as yet due to some issues. The RFPs for an engine and tender were received and none of the proposals will be accepted due to cost and design differences.

Operations:

- 60 calls for December, and 1,082 for year 2020.
- Training – The State learned of the training center and may be open to facilitating future development if the center is shared with neighboring departments. In 2018 there were 850 hours of training; in 2020 more than 5,000 hours were completed. The burn building will be finished with stairs and another burn room.

Planning

- An access problem exists at the Milam/Old Ranch/Union intersection, and it has been referred to the City Fire Marshal. Black Forest FPD does not have adequate access to that area.
- Wildland fire danger may be extreme during 2021, and cooperation and support of the Board and community members is of utmost importance.

Concerning the matter of a dispatch service, this is being considered by different agencies. This service is underfunded and inconsistent. There has been consideration of a separate service facilitated by the North End departments, but the call volume is too low to support this. South Metro

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uses MetCom, which could include the North End group, but would have to hire additional personnel and would not be economically feasible. This should be addressed by the BOCC as this is a crucial need that is unmet and hampers fire safety and response.

Old Business The continuing discussion of a resolution to adopt fees and policy and procedures for inclusions and exclusions of property has now been identified as Resolution 2021-02. The Board has worked on this matter with Attorney Glesne who provided input that has been used by other fire districts to develop the most efficient method for handling this matter. The parameters of the resolution were discussed in general and in response to Mr. Joel Helzer, who had previously submitted a petition to exclude 22 parcels of property. It was noted that the Fire Chief would provide instructions to all potential petitioners on the procedures to be followed for submitting a petition, and that these instructions as well as a copy of the governing resolution will be posted on the bffire.org website. The cost for an exclusion will be \$2,000 per parcel, with a \$750 deposit when the petition is submitted. There was discussion on the equity of the amount of the fee, and whether an attorney's costs would be this large for one or multiple parcels. It was noted that the Board would have the ability to make adjustments, depending on the petition.

Regarding a question on a recent exclusion of 392 parcels from Black Forest into the City and how much it cost Black Forest, it was clarified that the City was covering the costs for this exclusion, and property owners were not charged any fees for this. Other property owners could wait for the City to eventually exclude their properties as well. It was acknowledged that the City is moving very slowly and property owners are forced to pay fire taxes to two entities in the meantime. The public was advised that the Fire District cannot force the City to move more quickly on this matter under the rulings of Statute 32-1-502, which is written for municipalities. Mr. Helzer will reconsider his original petition to exclude 22 parcels to determine if the needed funds may be acquired.

A motion was made to adopt Resolution 2021-02, a resolution for adopting fees and setting policy and procedures for inclusions and exclusions of property; the motion received a second; upon a vote, the resolution was carried unanimously.

Continuing the matter of Mr. Helzer's filing of a petition for exclusion of 22 parcels, he was advised that there were deficiencies in the petition forms submitted. Specifically, the parcels noted, if excluded, would create a checkerboard of parcels in and out of the District; a map was not included with the petition; some property descriptions were missing from Exhibit A; and some notary blocks were improperly completed. **A motion was made to return to Mr. Helzer for corrections the petition filed by Mr. Helzer and many of his neighbors, due to the many deficiencies in the petition format; the motion was seconded; upon a vote, the motion carried unanimously.** All were informed that if a property is held in a trust, the applicant must sign as the trustee. The petition packet was returned to Mr. Helzer for further handling. In response to a question from Mr. Helzer, he was advised that the deposit fee will be \$750 for each parcel included in the petition.

New Business The Board was advised that due to Ms. Bottorff's retirement, signers on the District's bank accounts need revamping. **A motion was made to remove Melissa Bottorff as a signer on all Fire District bank accounts, and to add James Rebitski as a signer on all Fire District bank accounts; the motion was seconded; a vote was called, and the motion carried unanimously.**

Reports on Workshops and Meetings None.

Correspondence None.

Public and Local 4502 Comments Ms. Smith asked how equipment is disinfected after a call and was told the department has a fog machine, and all personnel wear protective gear. Everything is cleaned thoroughly after every call.

A question if the 392 parcels excluded by the City have actually been excluded yet. Some public postings have been made, but the exclusion has not been completed yet. A hearing will be held.

Properties that are included into the Fire District typically are not charged a fee, but the Board does have the discretion to impose a fee.

A motion was made to adjourn into executive session, per Statute 24-6-402(4)(e), for discussions on possible negotiations; the motion was seconded; upon a vote, the motion carried unanimously. The board adjourned into executive session at 8:35 p.m.

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The Board reconvened in public session at 9:36 p.m. No vote nor actions were taken during the executive session, and the Board did not stray from the subject for the executive session.

Future Meetings The next regular meeting will be February 17, 2021, at 7:00 p.m.

Adjournment There being no further business, **and upon motion duly made, seconded, and unanimously carried**, the board adjourned at 9:36 p.m.

Respectfully submitted,

Donna Arkowski, Secretary