

Woodmen Valley Fire Protection District

1150 W. Woodmen Road, Colorado Springs, CO 80919

719-522-9666

BOARD MEETING

Minutes

April 5, 2021

Attendance:

Kevin Bush, Chairman
Steve Black, Vice Chairman
Eric Barnes, Director and Treasurer
Doug May, Director and Business Affairs
Justin Morrill, Director and Secretary
Kevin Walker, Walker Schooler District Managers (WSDM)
Lucinda Stancato, Prospective new Fire Mitigation Officer

- I. Opening Ceremony at 19:02
- II. Verification of Quorum. The meeting was conducted virtually, with streaming audio and video as well as with call-in telephone access. All Board members were present and confirmed that they could hear and participate in the proceedings.
- III. Chairman Bush reaffirmed Declaration of Emergency Procedures and Authorized Telephonic Meetings
 - A. Vice Chairman Black made a motion to approve Resolution No 2-2021 Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings until Further Notice. The motion was seconded by Director May. The motion passed unanimously.
- IV. Minutes of previous Board Meeting: The February 1, 2021 Board meeting was cancelled due to lack of a quorum. The Board reviewed the minutes of the Board meeting of December 5, 2020. Director May made a motion to approve the minutes. The motion was seconded by Vice Chairman Black. The motion passed unanimously.
- V. Treasurer's Report:
 - A. Mr. Walker reviewed the District's finances including current balance and accounts payable. A motion to accept the report and the accounts payable including a retirement Thank-You gift to Kathie Walker for her work as the District Fire Mitigation Officer was made by Chairman Bush, and was seconded by Vice Chairman Black. The motion passed unanimously

VI. Operations report: Chairman Bush presented the CSFD 4Q20 and 1Q21 performance reports. No issues were noted.

VII. Old Business

- A. Excluded Tax Properties: Mr. Walker will make sure that the Colton property will be excluded from the WVFPD boundary before the deadline for tax assessment this year. He has notified the developer of the Dusty Hill subdivision about the error with the initial petition and has not heard anything back.
- B. Neighborhood Address Signs: Director May reported that there are two Boy Scouts that will be contacting owners of all 344 addresses in the District about the address signs. The proposed signs would be green with reflective address numbers that would be placed at the entrance of the preferred driveway serving each residence. Property owners will have the option to opt-out if they don't want the signs. CSFD has indicated that the green signs are a very good idea since it will speed response and help prevent firefighting equipment from using a wrong driveway. The cost is \$25 per sign assuming that the Scouts make up the installation kits. A motion to approve up to \$10,000 to cover the cost of the signs was made by Director Morrill and seconded by Director Barnes. The motion passed unanimously.
- C. Website Management: Chairman Bush's training of Director Morrill to be a co-administrator of the website. Chairman Bush indicated that he is investigating a different platform that he believes will simplify the website management.
- D. Adding WSDM employee Rebecca Hardekopf and removing Laurie VonPelt for access electronic review access to the WVFPD FirstBank account: Chairman Bush reiterated that he has set himself up for online access to the FirstBank account, but that he still needs to add Ms. Hardekopf for review access and remove Ms. VonPelt from access.

VIII. New Business

- A. Resolution 2-2021 Approving Telephonic Meetings during COVID-19 Restrictions
- B. A motion was made to ratify Resolution 3-2021 Approving and Exemption from Audit for Fiscal Year 2020 was made by Chairman Bush, and seconded by Director May. The motion passed unanimously.
- C. Ratification of all Motions and Resolutions enacted via teleconferencing during April 6, 2020 BOD meeting. – DELAYED FOR NEXT PHYSICAL MEETING.
 - 1. Resolution 3-2020 Declaration of Emergency Procedures passed due to extraordinary circumstances of statewide stay-at-home orders.
 - 2. Acceptance of December 2, 2019 Minutes. No Minutes for the February 3, 2020 meeting due to inclement weather cancellation.
 - 3. Motion to approve payment of all presented accounts payable items.

4. Resolution 4-2020 ratifying cancellation of the May 5 elections by the Designated election Official and declaring the candidates elected by acclamation for the terms presented.
 5. Motion to approve Treasurer's report for April 6, 2020
 6. Motion to grant Rebecca Hardekopf non-signatory, view-only access to electronic banking accounts for reporting and check management purposes.
 7. Motion to adjourn.
- D. Ratification of all Motions and Resolutions enacted via teleconferencing during June 1, 2020 BOD meeting. – DELAYED FOR NEXT PHYSICAL MEETING
1. Reaffirmation of Resolution 3-2020 Declaration of Emergency Procedures passed due to extraordinary circumstances of statewide stay-at-home orders
 2. Acceptance of April 6, 2020 Minutes.
 3. Motion to approve Treasurer's report for June 1, 2020 and to approve payment of all presented accounts payable items.
 4. Motion to appoint Eric Barnes as the WVFDP 2021 Designated Budget officer
 5. Motion to adjourn.
- E. Ratification of all Motions and Resolutions enacted via teleconferencing during August 3, 2020 BOD meeting. – DELAYED FOR NEXT PHYSICAL MEETING
1. Reaffirmation of Resolution 3-2020 declaration of Emergency Procedures passed due to extraordinary circumstances of statewide stay-at-home orders.
 2. Acceptance of June 1, 2020 Minutes
 3. Motion to adjourn.
- F. Ratification of all Motions and Resolutions enacted via teleconferencing during the October 5, 2020 BOD meeting. – DELAYED FOR NEXT PHYSICAL MEETING
1. Reaffirmation of Resolution 3-2020 declaration of Emergency Procedures passed due to extraordinary circumstances of statewide stay-at-home orders.
 2. Acceptance of Aug 3, 2020 Minutes
 3. Motion to approve Treasurer's report and payment of all accounts payables as well as preapprove printing of Red Book for up to \$750.
 4. Motion to keep Board Officers the same as in 2019
 5. 2021 Proposed Budget presented to the Board. No significant changes.
 6. Motion to adjourn.
- G. Ratification of all Motions and Resolutions enacted via teleconferencing during the December 6, 2020 BOD meeting. – DELAYED FOR NEXT PHYSICAL MEETING.
1. Reaffirmation of Resolution 3-2020 Declaration of Emergency Procedures passed due to extraordinary circumstances of statewide stay-at-home orders
 2. Acceptance of Dec 7, 2020 Minutes.
 3. Motion to Approve Yearly Payment to City of Colorado Springs for Fire Services.

4. Motion to approve Treasurer's report and payment of all accounts payables as well as preapprove printing of Red Book for up to \$1500.
 5. Motion and Resolution to Adopt 2021 Budget and Release Sums to Fund the District for the 2021 year.
 6. Motion and Resolution to Appoint Barry Pleshek Fire Chief and Advisor for the 2021 year.
 7. Motion and Resolution to Appoint Walker Schooler District Managers (WSDM) as District Manager for the 2021 year.
 8. Motion to Set the Board of Directors Meeting Dates in 2021 to Feb 1, Apr 5, June 7, Aug 2, Oct 4 and Dec 6 and Set the 2022 Public Budget Hearing to Dec 6. All meetings to be held at 7:00PM at the Fire Station.
 9. Motion to adjourn.
- H. Prospective Fire Mitigation Officer: Lucinda Stancato.
1. Mrs. Stancato introduced herself as a part-time UC Health OB Nurse with an interest in contributing to the community. She has done a great deal of mitigation work on her property and hopes that this as an example together with meeting neighbors will help in the effort to lower the wildland fire risk within the District.
 2. Director Morrill made a motion to accept Mrs. Stancato as the WVFPD Fire Mitigation Officer, and the motion was seconded by Director May. The motion passed unanimously.
- I. BiggsKofford CPA will continue as the District's CPA. Mr. Walker confirmed that we do not need a letter of engagement to continue to use them.
- J. Audit Exemption: Resolution 3-2021 was ratified unanimously.
- K. Kelly Lane Access
- L. CSFD Chief Royal or his proxy has contacted homeowner of 7604 Kelly Lane about limited fire-fighting equipment access to their property. There is no further action that the WVFPD needs to take.
- M. WSDM interest in purchasing the WVFPD Fire House.
1. Mr. Walker may be interested in purchasing for his offices.
 - i. The property would be sold for at least fair market value using an open auction with reserve.
 - ii. A number of issues including rezoning, inspections (asbestos, etc.), improvements, etc. would be passed to buyer
 - iii. Likely need for more parking, possibly getting some from
 - iv. It would probably take 9-12 months to finance and to make the necessary improvements.
 2. The Board discussed some positives and potential negatives regarding the sale.
 - i. If the property sold for \$100K (Mr. Walker's estimate), it would result in a one-time credit of \$290 for each homeowner.

- ii. The Fire District would be left with little/no hope of recreating a fire department if the CSFD decided to, or was forced to discontinue the current medical and fire-fighting coverage. The only alternative then would be for the District to seek annexation by the city.
- iii. Mr. Walker confirmed that the sale would not count toward TABOR.
- iv. Discussion of other used for the firehouse: Sub-station for CSFD, Donald Wescott, etc.
- v. Vote on the issue is postponed until at least the next meeting.

N. Furnace Replacement

- 1. The current furnace is 35 years old and unserviceable. It is vulnerable to shutting down without warning.
- 2. Chairman Bush has obtained a bid from Sierra Mechanical for \$3000 if the existing flue vent can be used, or \$3875 if a new one is required.
- 3. Chairman Bush will seek another competitive bid for comparison.
- 4. Director May made a motion to pre-approve a not to exceed \$4500 replacement of the furnace. Vice Chairman Black seconded and the motion passed unanimously.

O. Station Monitoring

- 1. Chairman Bush expressed concern about the potential for damage to the firehouse should the furnace fail, or if there were damage caused by weather, vehicle collision, fire, or a break-in.
- 2. Chairman Bush has begun investigating alternatives for remote monitoring of temperature, fire, and intrusion, and possibly including video surveillance. He will continue to research associated issues of how much monitoring is appropriate, network infrastructure required, and alternative vendors/services available.

IX. Adjournment: Director Morrill moved that the meeting be adjourned, Director May seconded, and the motion passed unanimously. Chairman Bush declared the meeting adjourned at 20:25.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 5, 2021 MINUTES OF THE WOODMEN VALLEY FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Kevin Bush, Chairman

Justin Morrill, Director and Secretary

Eric Barnes, Director and Treasurer

Steve Black, Vice Chairman

Doug May, Director and Business Affairs