



**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
SOUTH ADAMS COUNTY FIRE PROTECTION DISTRICT**

**June 16, 2020**

A meeting of the Board of Directors of the South Adams County Fire Protection District was held via zoom meeting due to COVID-19 and State and Local Stay-at-Home orders at the South Adams County Fire Protection District's Administrative Building, located at 6050 Syracuse Street, Commerce City, CO 80022 commencing at 6:15 p.m.

Board Members Present:

Alex Fairfield	President
Sam Gillan	Vice President
Craig Machuga	Secretary
Debra Bullock	Director
Ernie Anderson	Treasurer

Also, Present:

Kevin Vincel	Fire Chief
Bob Monzingo	Deputy Chief of Operations
Ken Koger	Chief of Support
Ron Fano	District Legal Counsel
Vanessa Rodriguez	Administrative Assistant
Kevin Kellar	Information Technologies

Absent: None.

Guests:

Melissa Wartman and Jamey Buckalew from Northglenn Ambulance.

Pledge of Allegiance: None.

Public Comments: None.

Approval of Minutes:

Vice President Gillan made a motion to approve the minutes of the June 16, 2020 Board meeting, as presented in the Board packet. Treasurer Anderson seconded the motion. The motion was passed unanimously by roll-call vote.

Changes/Addition to the Agenda: None.



## **Special Reports:**

### **Chief Report on District Projects:**

Chief of Support Koger stated that the construction on the HQ Parking lot has begun and is estimated to be completed September 2020.

Chief of Support Koger gave a brief update on the Maintenance Facility and reported that Commerce City had approved the rezoning and development plan to allow construction to begin. Ground-breaking expected sometime in July.

Rezoning and land development at Station 1 has been completed and plans have been submitted to Commerce City for approval. Will move forward with construction with an estimated completion year 2021.

Survey, Rezoning and land development at the Training Center has been completed and plans have been submitted to the Commerce City for approval.

Station 6 construction is on hold until further notice.

Bob Kreutzer is working on the kitchen remodel at Station 7.

Chief of Support Koger gave an update on the land by Station 7 and the potential purchase of such land will be included in the 2021 budget.

Chief of Support Koger gave a brief update on the Neighbor to Neighbor program.

### **Northglenn Ambulance Report:**

Melissa Wartman with Northglenn Ambulance gave a brief report on May call volumes and response times.

### **Board Action Items:**

Treasurer Anderson made a motion to approve Resolution 2020-06-04 Resolution Adopting November 2020 Election Question and directing that the question be placed on the November ballot. Secretary Machuga seconded the motion. The motion was passed unanimously by roll-call vote.

Treasurer Anderson made a motion to approve Resolution 2020-06-03 Resolution Approving Executive Incentive Plan. Vice President Gillan seconded the motion. The motion was passed unanimously by roll-call vote.



Treasurer's Report:

Chief Vincel gave a brief update on the budget.

Treasurer Anderson made a motion to approve the April 21, 2020 - May 5, 2020 bills. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.

Legal Comments:

Attorney Fano shared a brief report on District Items he has been working on.

Chief Vincel Report:

Chief Vincel shared his appreciation to all staff, and line crews for all their hard work.

Chief Vincel gave a brief update on the 2021 budget process and holding off on Capital Projects.

Chief Vincel gave a brief Administrative update.

Chief Vincel gave a brief Grant update.

Chief Vincel gave a brief COVID update.

Chief Vincel gave a brief ADCOM update.

Chief Vincel gave a brief NAFC update.

Deputy Chief of Operations Report:

The Deputy Chief of Operations Monzingo updated the Board on various District projects.

Board of Directors Report/Comments:

The District Board shared their appreciation with all staff and crews for all their hard work.

Adjournment: With no further business to come before the Board, President Fairfield made a motion to adjourn the meeting. Upon a second, the motion passed unanimously.

The meeting was adjourned at 7:29 p.m.



X \_\_\_\_\_  
Alex Fairfield  
Board President 06/16/2020

X \_\_\_\_\_  
Craig Machuga  
Board Secretary 06/16/2020