



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

October 20, 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 6:21 p.m.

Board Members Present:

Alex Fairfield	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
Emma Connors	Fire Prevention Administrative Assistant

Absent: Sam Gillan

Treasurer Anderson made a motion to excuse Vice President Gillan. Secretary Machuga seconded the motion. The motion was passed unanimously by roll-call vote.

Guests:

Melissa Wartman and Jamey Buckalew from Northglenn Ambulance. Doug Finkenbinder and RJ Fernandez.

Pledge of Allegiance:

President Fairfield led those present in a Moment of Silence.

Public Comments: None.

Approval of Minutes:

Secretary Machuga made a motion to approve the minutes of the September 15, 2020 Board meeting minutes, 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: Chief Vincel requested and the Board approved adding to the agenda a discussion regarding the use of certain equipment owned by the District in relation to upcoming election.

Special Reports:

Chief Report on District Projects:

Chief of Support Koger gave a brief update on the HQ Parking Lot. The repair of the HQ Parking Lot is estimated to begin October 30, 2020.

Chief of Support Koger gave a brief update on the Maintenance Facility. The permit has been received and mobilization will begin during 2021.

Station 1 plans have been submitted and are being processed for approval by Commerce City; rezoning has been submitted and moving forward. Estimated completion of the project during 2021.

Rezoning at the Training Center has been completed and plans have been submitted to Commerce City for approval. Estimated completion during 2021.

Internet upgrade at all stations.

Station 6 construction is on hold until further notice.

Chief of Support Koger gave an update on the land adjacent to Station 7 and noted that the appraisal has been received to allow a fair market value offer to be made.

Chief Koger gave an update on the concrete cost replacement for Station 8 to be determined.

Chief Koger gave an update on the sprinkler systems status for all the Fire Stations.

Chief of Support Koger gave a brief Association update.

Northglenn Ambulance Report:

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

Board Action Items:

Treasurer Anderson made a motion to approve the Sick Leave Policy Amendment with inclusion of the Sick Day hours and other changes made necessary by recent changes in Colorado law that become effective January 1, 2021. Director Bullock seconded the motion. The motion was passed unanimously by roll-call vote.



Director Bullock made a motion to go into Executive Sessions on the following topics: (1) FPPA contribution issues; (2) Recent Safe House legislation in Colorado; and (3) Election related legal issues. Treasurer Anderson seconded the motion. The motion was passed unanimously by roll-call vote.

The board came out of Executive Session at 7:34 p.m. No action was taken in the Executive Sessions and there was nothing to report out of the sessions.

Treasurer's Report:

Chief Vincel gave an update on the budget.

Treasurer Anderson made a motion to approve the September 11, 2020 - October 15, 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 with the crews.

Chief Vincel shared the spaghetti dinner update.

Chief Vincel gave a brief update with the SACFD Holiday events postponed.

Chief Vincel gave a brief update on the NGA Maintenance Facility Agreement.

Chief Vincel gave a brief Administrative update.

Chief Vincel gave a brief Budget update.

Chief Vincel gave a brief update on FPPA.

Chief Vincel gave a brief update on the CBA update and the Member Handbook.

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:

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 and also shared their support to the CCPD.

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 8:14 p.m.

x _____
Alex Fairfield
Board President 10/20/2020

x _____
Craig Machuga
Board Secretary 10/20/2020