

RECORDING OF PROCEEDINGS

Minutes of the Regular Meeting of the Board of Directors of the Adams County Fire Protection District, held at the District's Station 11, 1675 W 69th Ave, Denver, CO 80229
Wednesday, October 16th, 2024

Board Members Present

Ken Lombardi	President/Chairman
Michael DeMattee	Vice President
Mario Molinaro	Secretary
Ken Ciancio	Treasurer
Joe Domenico	Assistant Secretary

Also Present

Troy Patterson	Fire Chief
Dave Baldwin	Deputy Chief, Administration
Clinton Garner	Deputy Chief, Operations
Christina Marchese	Administrative Assistant to the Fire Chief
Michelle Ferguson	District Legal Counsel
Bianca Ciancio	Finance and Accounting Associate
Mike Eason	IAFF Local 2403, President

Call to Order

Secretary Molinaro called the meeting to order at 5:00 p.m. The motion passed unanimously.

Welcome the Audience

President Lombardi welcomed all in attendance.

Moment of Silence

President Lombardi called for a moment of silence for the 46 fallen firefighters to date in 2024.

Pledge of Allegiance

President Lombardi led those present in the Pledge of Allegiance.

Additions or Deletions to the Agenda

Secretary Molinaro made a motion to amend the agenda and add the fire chief hiring process as part of the new business. Assistant Secretary Domenico seconded the motion. The motion was passed unanimously.

Approval of September 18, 2024 Board Meeting Minutes

President Lombardi tabled this approval until the November 2024 Board meeting due to legal's delay in returning them.

Approval of September 23rd, 2024 Special Board Meeting Minutes

President Lombardi tabled this approval until the November 2024 Board meeting due to legal's delay in returning them.

Approval of August 2024 Financial Statement

Treasurer Ciancio made a motion to approve the August 2024 Financials as posted. Assistant Secretary Domenico seconded the motion. The motion was passed unanimously.

Approval of September 2024 Financial Statement

Treasurer Ciancio asked Chief Patterson and Finance and Accounting Associate Ciancio why callbacks were so high for the year-to-date. Mrs. Ciancio stated to the board that she would look into it and get back to them.

Treasurer Ciancio made a motion to approve the September 2024 Financials as posted. Assistant Secretary Domenico seconded the motion. The motion was passed unanimously.

Correspondence

None

Public Comment (Agenda Items Only)

Chief Patterson wanted to thank Administrative Assistant Marchese for all her efforts in organizing the previous Town Hall meeting. He also wanted to thank I.T. Network Administrator Carter for organizing the town hall and sending the link so that the on-duty crews could watch it. Chief Patterson wished to thank the Board and the participants. The way it was all set up was first-class and a positive reflection on the District.

New Business

Discussion regarding the December Board meeting date

Attorney Ferguson mentioned to the Board that the budget needs to be approved before December 15 in order to file the mill levy certification with the County by the December 15 deadline. The regular Board meeting is scheduled for December 18. President Lombardi polled the Board, and they all agreed that they intent to approve the budget at the November Board meeting. If there are changes necessary due to the final numbers from the assessor, then the Board will hold a special meeting via Zoom the budget week before the December regular Board meeting.

Attorney Ferguson stated that the Board may still need to have the regular Board meeting on December 18 since this is when the impact fee study results will be presented to the Board. At this meeting, the Board could approve the new impact fees and start assessing the fees in January 2025.

Resolution to Ratify Signature on Quit Claim Deed Correction

Attorney Ferguson stated that Chief Patterson signed a quit claim deed correction with legal counsel's assistance regarding the property line to the south of Station 14. This concerns the 7 feet on the south side of the parking lot that was to be transferred to Blue Owl in 2017. During a recent sale of the property, it was discovered that the title needed to be corrected. Because of the pending property sale, time was of the essence to have this deed signed. Attorney Ferguson prepared a resolution for the Board's approval which ratifies Chief Patterson's signature. Treasurer Ciancio made a motion to approve the Resolution Ratifying the Execution of All Documents Necessary to Correct the Quit Claim Deed for the 2017 Blue Owl Property Conveyance of Real Property. Vice President DeMattee seconded the motion. The motion was passed unanimously.

Presentation of the Draft Budget for 2025

Finance and Accounting Associate Ciancio presented the draft 2025 Budget to the Board. Attorney Ferguson noted that, for the record, the Board had received the draft budget prior to the October 15th statutory deadline. Finance and Accounting Associate Ciancio mentioned that program appraisals were tied to budget requests, which developed the budget. She told the Board that the District is accruing interest in ColoTrust funds. Chief Patterson noted that the budget is higher in wages due to an increase employees will be getting in 2025, and there is a possibility of adding new positions.

Finance and Accounting Associate Ciancio stated that there is an addition to the budget: a burial and health care benefit, which will assist families when either a line-of-duty or active-duty death occurs. With this new survivors' benefit, the District will cover the cost of the continuation of the health benefits of the spouse and eligible dependents for 18 months. Finance and Accounting Associate Ciancio pointed out that she has now created sub-accounts to track how each division spends its budgets, including airfare, lodging, EHW(Extra Hours Worked), etc. President Lombardi thanked Finance and Accounting Associate Ciancio for her excellent presentation and thoroughness; well done. Secretary Molinaro asked Chief Patterson if the District could pay a little more each time on the loan payment for Station 11. Chief Patterson stated that the loan repayment plan runs through 2047, but he will have Finance and Accounting Associate Ciancio look into it and see if it is possible to pay off early.

Fire Chief Process

Vice President DeMattee made a motion to amend the timeline regarding the Fire Chief hiring process and to cancel the special meeting on October 23, 2024. Assistant Secretary Domenico seconded the motion. The motion was passed unanimously.

Treasurer Ciancio made a motion to amend the timeline regarding the Fire Chief hiring process to establish a finalist list for the Fire Chief position at this evening's Board meeting, posting the list until October 30 and making a conditional offer after that date. The motion was passed unanimously.

Assistant Secretary Domenico made a motion to establish the Fire Chief finalist list as follows: Clinton Garner and Cory DeBaere. Treasurer Ciancio seconded the motion. The motion was passed unanimously.

Secretary Molinaro and Chief Patterson will contact the candidates who didn't move on. They will also follow up with Chief DeBaere and Chief Garner to inform them that they are the finalists. Attorney Ferguson will send Administrative Assistant Marchese the posting for the District's website, which will also be posted on the front doors of the administration office. President Lombardi will send Administrative Assistant Marchese a letter to be shared on SharePoint so that all District personnel can be advised on the finalist list. Secretary Molinaro and Chief Patterson will get in touch with the candidates who didn't move on. They will also follow up with Chief DeBaere and Chief Garner to inform them that they are the finalists. Attorney Ferguson will send to Administrative Assistant Marchese the posting for the District's website, and it will also be posted on the front doors of the administration office. President Lombardi will send Administrative Assistant Marchese a letter to be shared on SharePoint for all District personnel to be advised on who were selected as finalists.

Chief's Report

Chief Patterson stated that the District has donated \$500 to the NEBO Crossing Church in Marion, NC, to express our gratitude to the church for the hospitality for Captain Carpenter and Fire Medic Dill during their deployment with COTF-1's hurricane relief efforts after hurricane Helene.

Chief Patterson stated that the District would be wrapping one of the engines with the D.E.A.'s help regarding fentanyl. At the Board's direction, it will be up to Chief Patterson whether it will be in English and Spanish. Chief Baldwin has met with Diversified Paint and Body, and they are good with the company that will be doing the wrapping, and it won't damage the paint.

Chief Baldwin stated that the new Battalion Chief vehicle is at North Metro's Fleet Center. After many unanswered calls, North Metro Fire Fleet Manager Jason Smith and Chief Baldwin went to the company that was supposed to be doing the work and found the truck outside, and no work had been done. The truck was moved to North Metro. Jason Smith and his team will complete the work. District Firefighter Kreymborg is assisting as he used to do this for his other job. Chief Baldwin mentioned Accessories Inc. will possibly help with getting some items installed.

Chief Garner stated that CAD-to-CAD was tested recently when North Metro Fire Rescue and Thornton Fire trained together, causing issues while they were all at 901 E 68th Ave, ACFR Training Center. He stated that Station 14 ran multiples into the Thornton Fire Department area during their training and not many within the District area. Chief Patterson mentioned to the Board that the North Area Fire Chiefs are working on business rules to help with issues like this.

Battalion Chief Rotello attended this evening's meeting and was asked by the Board to give an update regarding B-Shift. He mentioned there weren't many significant calls, but the crews assisted with many public education events across all three shifts. BC Rotello mentioned that Firefighter Masnicki was recently added to the Tech Rescue team.

Union Report

Local 2403 President Eason asked that the membership be informed about the Fire Chief finalist list presented at this evening's Board meeting. President Lombardi stated that he would draft a letter and send it to Administrative Assistant Marchese and Chief Patterson to share.

President Eason thanked Chief Patterson and Attorney Ferguson for sending a Teams link to the on-duty crews so they could listen to the town hall. He also wanted to thank I.T. Network Administrator for getting the link sent out on short notice.

Attorney Report

Attorney Ferguson mentioned to the Board that the finalist posting has been drafted and sent to Administrative Assistant Marchese for posting on the District website and at the front door of the administration office when Chief Patterson and Secretary Molinaro are ready.

Report from the Board

President Lombardi	AJI has approached the District to purchase their property; we are looking into it, and Attorney Duke is also involved. I just wanted everyone to be aware.
Vice President DeMattee	Nothing to report.
Secretary Molinaro	Nothing to report.
Treasurer Ciancio	Nothing to report.
Assistant Secretary Domenico,	Thank you, Christina, for her work with the town hall meeting; the food was also terrific. Thank you to Jacob for assisting with the town hall as well. Thank you to Bianca for her budget presentation; well done.

Executive Session

Vice President DeMattee made a motion to go into Executive Session pursuant to C.R.S. 24-6-402 (b) to receive advice from legal counsel on confidential personnel matters. Treasurer Ciancio seconded the motion. The motion was passed unanimously. Treasurer Ciancio seconded the motion. The motion was passed unanimously.

Attorney Ferguson stated that the topics for discussion in this Executive Session constitute attorney-client privilege discussions and will not be recorded.

The Board of Directors went into the Executive Session at 7:02 p.m.

The Board of Directors, Chief Patterson, and Attorney Ferguson were included in the Executive Session.

Vice President DeMattee made the motion to end the Executive Session. Assistant Secretary Domenico seconded the motion. The motion was passed unanimously.

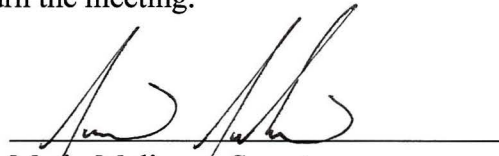
The Board of Directors, Chief Patterson, and Attorney Ferguson came out of the Executive Session at 7:34 p.m.

Adjournment

With no further business to come before the Board, on a motion by Vice President DeMattee and a second by Assistant Secretary Domenico at 7:35 p.m., the Board voted unanimously to adjourn the meeting. The Board voted unanimously to adjourn the meeting.

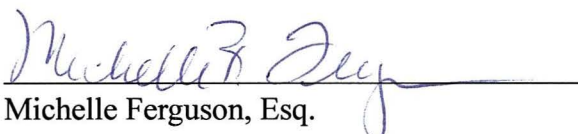


Ken Lombardi, President



Mario Molinaro, Secretary

I hereby attest that the information communicated during the Executive Session was not recorded and constituted privileged attorney-client communications.



Michelle Ferguson, Esq.

I hereby attest that the Executive Session was confined to topics authorized for discussion in the Executive Session pursuant to C.R.S. 24-6-402(4)(b).



Ken Lombardi, President