

RECORD OF PROCEEDINGS

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
ADAMS COUNTY FIRE PROTECTION DISTRICT
June 16, 2021**

A regular meeting of the Board of Directors of the Adams County Fire Protection District was held at the District's Station 11, 1675 W. 69th Avenue, Denver, CO 80229 commencing at 5:30 p.m.

BOARD MEMBERS PRESENT:

Jerry Marchese	President/Chairman
Ken Ciancio	Vice President
Anthony Spano	Secretary
Joe Domenico	Treasurer
Ken Lombardi	Asst. Secretary

ALSO PRESENT:

Stuart Sunderland	Fire Chief
Troy Patterson	Deputy Fire Chief
Dave Baldwin	Deputy Fire Chief
Lorri Duncan	Administrative Assistant
Michelle Ferguson	District Legal Counsel

CALL TO ORDER:

The Board Meeting was called to order by President Marchese at 5:35 p.m. Secretary Anthony Spano noted for the record the meeting was duly posted and there was a quorum.

MOMENT OF SILENCE:

President Marchese called for a moment of silence for the sixty-four fallen firefighters to date in 2021.

PLEDGE OF ALLEGIANCE:

President Marchese led those present in the Pledge of Allegiance.

ADDITIONS OR DELETIONS TO THE AGENDA:

Vice President Ciancio made a motion to approve the agenda as presented. Secretary Spano seconded the motion. The motion passed unanimously.

APPROVAL OF PREVIOUS REGULAR BOARD MEETING MINUTES:

Vice President Ciancio made a motion to approve the minutes from the May 19, 2021 Regular Meeting, as presented in the Board packet. Asst. Secretary Lombardi seconded the motion. The motion passed unanimously.

APPROVAL OF MAY FINANCIAL STATEMENT:

Treasurer Domenico made a motion to approve the May 2021 financials as presented in the Board packet. Secretary Spano seconded the motion. The motion passed unanimously.

RECORD OF PROCEEDINGS

CORRESPONDENCE:

Executive Assistant Lorri Duncan read a letter received from Kirk Lock, EFO, CFO, Deputy Chief of Operations of Arvada Fire Protection District, thanking Lieutenant Chris Hutterer for participating as an assessor in Arvada's lieutenant promotion process.

Executive Assistant Lorri Duncan shared a letter received from Carl Craigle, Chief Paramedic – Platte Valley Ambulance Service thanking the North Area Ops Chiefs group, and specifically Chief Baldwin Firefighter Paramedic Shannan Simpson and Firefighter Alex Petty for their assistance. Platte Valley Ambulance Service recently lost a member of their organization on June 8th, 2021. The District and Brighton Fire worked together to give coverage to Platte Valley Ambulance Service to relieve their ambulances and people to adjust to the tragic loss.

PUBLIC COMMENTS (AGENDA ITEMS ONLY): None

NEW BUSINESS:

President Marchese proposed moving RubinBrown's Presentation of the Audit to prior to the Swearing-in ceremony, so the auditors may leave prior to the presentation. Secretary Spano made a motion to approve the amended agenda. Asst. Secretary Lombardi seconded the motion. The motion passed unanimously.

Rosie Grote and Kelly Witte from the auditing firm RubinBrown, presented the Audit of the District's Financial Statements for year-end 2020 (2020 Audit). They thanked the staff and accountant Bob Feis' team for all of the work on, and cooperation with, the 2020 Audit. Ms. Grote went over the financials and noted that the District has a surplus of approximately \$1.5 million and that there were no significant findings in the Audit. The Auditors left the meeting.

Engineer James Martinez was sworn in as Lieutenant. Lieutenant Jason Seitz, was sworn in as Captain. Firefighter 1st Class Nick Loper, was sworn in as Engineer. Family members were present to share the ceremony.

NEW BUSINESS:

Attorney Ferguson discussed a Conflict of Interest Waiver involving a contract between the District and the City of Westminster that indirectly involves Hyland Hills Park & Recreation District, which her firm also represents. She stated this matter has been discussed with the Board previously, but is asking for the Board to approve and execute the Waiver. On motion duly made and seconded, the Board approved the Waiver.

Attorney Ferguson presented a Resolution 2021-03, Amending the Southwest Adams County Fire Protection District 2 Amended Local Money Purchase Plan. On motion duly made and seconded, the Board approved the Resolution.

EXECUTIVE CHIEF'S REPORT:

Fire Chief Sunderland shared that the North Area agencies will be meeting to discuss the effects that the proposed ballot initiatives and legislation regarding adjustments to the residential and commercial assessment rates will have on the districts.

Deputy Chief Patterson informed the Board that Jacob Carter will be joining Adams County Fire Rescue as the Information Technology Network Administrator as of July 12, 2021 and that a conditional offer has been given for the position of Payroll/Accounting and Administrative Assistant.

Deputy Chief Patterson shared that testing for the position of Deputy Fire Marshal II will be held in late July or early August.

Deputy Chief Patterson added that all District apparatus have been fitted with the new Knox boxes.

RECORD OF PROCEEDINGS

Deputy Chief Baldwin informed the Board of the visit to Denver Fire Department to view their Fire Ground Safety Trailer. Deputy Chief Baldwin stated that Adams County will be hiring mental health experts who will be part of the Sherriff's Office and who will respond to 911 calls involving individuals experiencing a mental health crisis. The District will partner with the Sherriff's Office to determine policies and procedures for initiating a mental health crisis response.

The Board had no further questions for the Executive Chiefs.

ATTORNEY'S REPORT:

Attorney Ferguson recommended postponing discussion of the final Legislative Tracker as there were significant changes made to many bills just prior to the end of the legislative session, which her office is still analyzing.

The Board had no questions for Attorney Ferguson.

DIRECTOR'S REPORT:

Secretary Spano: Nothing to report.
President Marchese: Nothing to report.
Treasurer Domenico: Nothing to report.
Vice President Ciancio: Nothing to report.
Director Lombardi: Nothing to report.

EXECUTIVE SESSION:

Secretary Spano made a motion to go into Executive Session, pursuant to C.R.S. § 24-6-402(b) to receive the advice of legal counsel on management issues. Asst. Secretary Lombardi seconded the motion. The motion as passed unanimously.

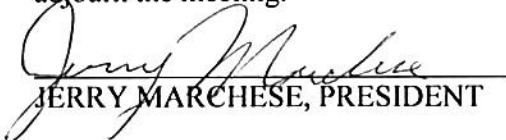
Attorney Ferguson stated for the record that the topics for discussion in this Executive Session constitute attorney-client privileged discussions and will not be recorded.

The Board went into Executive Session at 7:00 p.m.

The Board came out of Executive Session at 7:38 p.m.

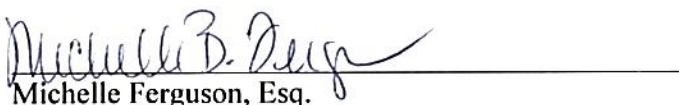
ADJOURNMENT:

With no further business to come before the Board, on a Motion by Director Spano and a second by Director Lombardi at 7:39 p.m. the Board voted unanimously to adjourn the meeting.


JERRY MARCHESE, PRESIDENT


ANTHONY SPANO, SECRETARY

I hereby attest that the information communicated during the Executive Sessions, which were not recorded, constituted privileged attorney-client communications.


Michelle Ferguson, Esq.

RECORD OF PROCEEDINGS

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


Jerry Marchese, President