

**RECORD OF PROCEEDINGS**

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF  
ADAMS COUNTY FIRE PROTECTION DISTRICT  
May 5, 2021**

A Special Meeting of the Board of Directors of the Adams County Fire Protection District was held at the District Station 11, 1675 W. 69<sup>th</sup> Ave. and via publicly accessible teleconference, commencing at 4:30 p.m.

**BOARD MEMBERS PRESENT:**

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

**ALSO PRESENT:**

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

**CALL TO ORDER:**

The sSpecial Meeting was called to order by President Marchese. Secretary Anthony Spano noted for the record the meeting was duly posted and there was a quorum.

**ADMINISTRATIVE ITEMS:**

- Based on the Board's comments at the last meeting, Fire Chief Sunderland asked for clarification from the Board on their desire to move from two meetings, per month to only one meeting for the summer months due to vacations and conflicting schedules. The Board agreed that for the months of June, July and August, only a regular board meeting (the 3<sup>rd</sup> Wednesday of the month) would be conducted and the start time would move to 5:30 pm.
- Public Information Officer (PIO) Browman shared a handout and provided a presentation of what she is working on in her role as Public Information. She also discussed her accomplishments over the last year. The Board indicated they found the presentation very informative and impressive.
- Deputy Chief Patterson asked to discuss the need of filling out a bill of sale with a notary signature for items that were less than \$2000 in value and were auctioned off to employees and the Board from Station 12. The items, including a desk, dvd players, among other items, were sold for a nominal amount and should not require a notary public to complete a sale without a title attached. The Board agreed and recommended an amendment to the Bill of Sale attached to Resolution 2021-1, Disposal of Surplus Property, to reflect this change. The Resolution with changes will be presented to the Board at the Board meeting on May 19 for review and approval.
- Deputy Chief Patterson will reach out to Roller Auction as to how the bill of sale is handled after selling a vehicle at one of their auctions to a 3<sup>rd</sup> party buyer.

**EXECUTIVE SESSION:**

Secretary Spano made a motion to go into Executive Session, pursuant to C.R.S. §24-6-402(4)(a),(b),(e), and (f) to receive legal advice on the purchase of real estate relating to Station 13, items subject to negotiation, and personnel issues relating to citizen complaint and additional personnel matters.

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The Board went into Executive Session at 5:27 p.m.

The Board came out of Executive Session at 7:12 p.m.

**ADJOURNMENT:**

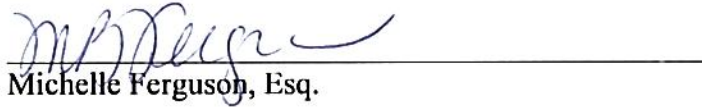
With no further business to come before the Board, Secretary Spano made a motion to adjourn the meeting. Asst. Secretary Lombardi seconded the motion. The Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 7:13 p.m.

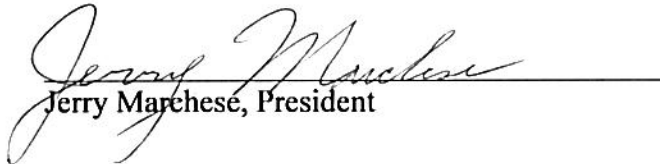
  
JERRY MARCHESE, PRESIDENT

  
ANTHONY SPANO, SECRETARY

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

  
Michelle Ferguson, Esq.

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

  
Jerry Marchese, President