

STRATMOOR HILLS FIRE PROTECTION DISTRICT

Board Meeting Agenda

July 20, 2022

3:00 p.m.

I. Approval of Previous Board Meeting Minutes

- Regular Board Meeting - June 15, 2022

II. Approval of Agenda

III. Public Comment

IV. Unfinished Business:

V. New and Miscellaneous Business:

Fire Chief Report – *Informational Item (Bittle)*

- June Calls per District
- Status reports
 - Chiefs' notes – see attached informational sheet
 - Apparatus - (responsibility assigned to – D/E)
 - Training (responsibility assigned to – Chief Bittle)
 - Inspections (responsibility assigned to – Mark Stanwood)
 - Recruiting (responsibility assigned to – Chief Bittle)
 - Gear (responsibility assigned to – D/E Frazier)
 - EMS (responsibility assigned to D/E Bosch)
 - Wildland (responsibility assigned to D/E)

Administrative Chief Report – *Informational Item (Barrett)*

- Chief Barrett will inform the Board that the Colorado Family and Medical Leave Insurance program will take effect on January 1, 2024, however, if the Fire District chooses to participate in this program, contributions must start on January 1, 2023. Kevin Niles (Water and Sanitation District Manager) will be giving a presentation in his meeting today and the Fire District will come to the Board in August for their vote. Several flyers were given to the Board for their information.

F-1 - **Super Vac Inc. (SVI) Trucks financial request** – *Action Item (Bittle)*

Chief Bittle informed the Board at the June Board meeting that SVI has sent a letter to staff requesting an additional \$7,300.00 for the new fire truck that they are building for us. Discussion took place regarding what SVI could give the department in exchange for this extra payment and Chief will be ready to inform the Board of his discussion with the President of SVI.

Recommended motion”to approve / or not approve additional payments to SVI based on Fire Chief Bittle’s recommendation....”

F-2 – B-5 Expenditures Authorization Policy Update – Action Item (Barrett)

Chief Barrett will inform the Board that this policy update includes language about items that exceed a budgeted line item and presenting the information to the Board at the next Board meeting.

Recommended motion”...to approve B-5 Expenditures Authorization Policy Update on the first reading....”

F-3 - D-5 Computer/Printer/Copy Machine/Email & Social Media Policy Update – Action Item – (Barrett)

Chief Barrett will inform the Board that the updates to this policy are a result of some of the SDA recommendations that came from the SDA Workshop that staff attended.

Recommended motion”....to approve D-5 Computer/Printer/Copy Machine/Email and Social Media Policy update on the first reading....”

F-4 - B-1 Access to Public Records & Fee Schedule Policy Update – Action Item – (Barrett)

Chief Barrett will inform the Board that the updates to this policy are a result of some of the SDA recommendations that came from the SDA Workshop that staff attended.

Recommended motion”....to approve B-1 Access to Public Records and Fee Schedule Policy update on the first reading....”

F-5 - Department Website ADA Compliance – Action Item – (Bittle)

Chief Bittle will inform the Board that he is working with Fire Companies regarding the new Website and the ADA compliance requirements. Chief will present a contract for services to be signed by the President and is wanting to have this in place for the new Website to go live in January 2023.

Recommended motion”....to approve the Fire Companies Website contract and have President Colgrove sign....”

F-6 - DEF Container and Pump Purchase – Action Item – (Bittle)

Chief Bittle will inform the Board that staff has researched this subject to help reduce the total cost of our DEF Fluid. Staff has been told that there will be a DEF shortage soon and this will help provide the necessary fluid and cut the cost. The District currently pays between \$12.00 - \$14.00 / 2.5-gallon container and this container will hold 330-gallons - then we can get it refilled from a local vender for much cheaper than purchasing through NAPA. A flyer was enclosed for the Board’s review.

Recommended motion”....to approve the purchase of the Blue DEF 330-gallon Tote from Keller-Heart Oil for \$1828.20....”

F-7 - Skid unit purchase – Action Item – (Bittle)

Chief Bittle will inform the Board that one of his 2023 Operational idea is to turn Brush Truck 440 into a true Brush Truck by removing the current water tank, pump and accessories and adding a “skid unit”. Northeast Teller Fire Department currently has a 200-gallon tank with supplies (flyer enclosed) and is willing to sell the Darley Skid Unit to the Fire District for \$5,000.00. Chief will explain why this purchase is necessary.

Recommended motion”....to purchase the 2002 Darley Skid Unit from Northeast Teller Fire District for the amount of \$5,000.00....:

F-8 - Brush Truck Purchase – Action Item – (Bittle)

Chief Bittle will inform the Board that along with the Skid Unit he would like to purchase a 2022 Chevrolet 3500 Crew Cab truck for a deployable Brush Truck. Chief Bittle will explain the payment options for this purchase.

Recommended motion”....to approve the purchase of the 2022 Chevrolet 3500 Crew Cab Truck at the cost of \$80,000.00....”

VI. Financial Reports

VII. Executive Session

Recommended motion “. . . to enter into executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f).”

Members of the public not participating in the executive session will leave the room.)

Recommended motion “. . . to exit from executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f).”

VIII. Other Business

IX. Adjournment