

Hygiene Fire Protection District
BOARD OF DIRECTORS REGULAR MEETING
Fire Station, 7523 Hygiene Road
April 12th, 2023 at 7:00 p.m.

*This meeting was conducted both in person and virtually, via Zoom teleconferencing software.
Director Sanders was the meeting Host.*

Directors in Attendance: Scott Snyder, Richard Hanke, Devon Martin, Kevin Wright and Brain Sanders

Directors Not in Attendance: Rick Hill

Department Personnel: Fire Chief Cody Trevithick, Assistant Chief Russ Benzel, WLC Tyler Wurzer,

Meeting Attendees: Pension Board Chair Paul Basher, Recording Secretary Angela Frank, Firefighters Lt Austin Vinton, Lt Syllas Kaylan, Lt Adam Turner, Kyle McAllister, Alex Frank, Daniel Kravets, Noah Sadowski, Nicole Reynolds, Dylan Perry, Michael Hannah, Nathan Brons, Tanner Wilkins, Alex Snow, Nico Capoloungo, Travis Homyak, Scott Olson, Karl Dunlap, Mary Long, and Ian Sternau

- I. PENSION BOARD – The actuarial will come sometime this summer.
- II. INTRODUCTION OF KEVIN WRIGHT
- III. CALL REGULAR MEETING OF HFPD TO ORDER – Regular meeting called to order at 7:05PM
- IV. AUDIENCE COMMENTS FOR ITEMS NOT ON THE AGENDA – None
- V. APPROVE MINUTES
 - a. Work Session January 20, 2023- a MOTION to approve the January 20th work session minutes was made by Director Martin, Director Sanders seconded and the motion was approved by unanimous vote.

- b. Work Session February 15, 2023- a MOTION to approve the February 15th work session minutes was made by Director Martin, Director Sanders seconded and the motion was approved by unanimous vote.
- c. Regular Meeting March 8, 2023- a MOTION to approve the March 8th meeting minutes was made by Director Martin, Director Sanders seconded and the motion was approved by unanimous vote.

VI. REPORTS

- a. Treasurer's Report - The first quarter has ended. The election was officially canceled and therefore little expenses besides notification expenses will be required this year. We have had one wildland deployment for the year.
- b. Secretary's Report - The Transparency Notice and District Map have both been submitted.
- c. Friends of Hygiene - None
- d. Chief's Report -
 - i. Call Activity of Note – There were 33 calls since the last board meeting. We had a great turn out time and had someone on shift for every call.
 - ii. Shift Coverage - In March, there was 87% coverage for Lt and 88.7% coverage for pad FFs. 7 shifts were not covered. 3 FFs will graduate from the BCFFA Fire Academy and 2 will graduate from the FRFCA. 3 FFs are in EMT class. Several passed their DO Certification. 5 others will begin DOP class May 1st. As a whole, HFA members have recorded over 546 hours of training in the month of March.
 - iii. Other Issues & Opportunities
 - 1. Furnace - A new furnace is being installed.

2. Light Fixtures - New light fixtures for the meeting room will be installed once a quote from an electrician is received.
3. Roof Flashing - The roof needs new flashing.
4. Director Sanders noted that there are outside lights that need to be checked and possibly replaced.

VII. OLD BUSINESS

a. Mt View FPD Discussion:

- i. Lt Adam Turner spoke on behalf of the membership of the HFA and to ask for clarity regarding the future of their department.
- ii. Firefighter Kyle McAllister presented a document that summarizes pros and cons for accepting either the Longmont or Mountain View proposals.
- iii. Director Snyder explained that the HFPD board has been elected by the taxpayers in the Hygiene Fire District. Their job is to provide an appropriate level of emergency services to the citizens at an affordable rate. So as long as the HFA appears to be the best way for the board to meet their obligations, the board will support them.

b. Grants -

- i. WLC Wurzer reported that most grants are stalled until HFD gets a risk assessment completed. Chief Trevithick and Assistant Chief are working on SOPs for the risk assessment. In the meantime, WLC Wurzer has submitted several smaller grants. There is also a second possible grant writer.
- ii. Chief Trevithick attended a chief's meeting regarding the 1B money. There is discussion about how the money is to be divided up among the departments. It may be in the form of grants to apply for.

- c. Land Acquisition- Director Martin plans to meet this month with the owner of the property adjacent to the station.
- d. Strategic Communications Policy- The policy is still in progress. Director Hanke suggested a work session to discuss it.

VIII. NEW BUSINESS

- a. Wildland Coordinator - WLC Wurzer is stepping down from his position at HFD. Chief Trevithick will pursue a replacement for the position.
- b. New Engine Change Order- The board agreed on the change order for the new apparatus.

IX. AGENDA NEXT MONTH

- a. Work Session - The board will meet to discuss the Strategic Communications Policy and to hand off Director Snyder's responsibilities on Thursday, April 13th.
- b. Regular Meeting - On May 10th, the new directors will be sworn in.

- X. ADJOURNMENT –A MOTION to move to an executive session was made at 9:57pm by Director Sanders, Director Martin seconded and the motion was approved by unanimous vote.

MOTION/RESOLUTION SUMMARY:

- A MOTION to approve the January Work Session minutes
- A MOTION to approve the February Work Session minutes
- A MOTION to approve the March Board Meeting minutes

ACTION ITEMS:

Chief Trevithick - Check on outside lights; SOPs for Risk Assessment; Pursue hiring a WLC replacement;

Assistant Chief Benzel – SOPs for Risk Assessment

Pension Board Chair Bashor - NONE

Director Snyder - Hand off responsibilities to board members

Director Hanke – NONE

Director Hill - NONE

Director Martin - Meet with property owner adjacent to the station

Director Sanders – NONE

Wildlife Coordinator Wurzer - NONE

Recording Secretary Frank - NONE