

Hygiene Fire Protection District
BOARD OF DIRECTORS REGULAR MEETING
Fire Station, 7523 Hygiene Road
September 14th, 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: Rich Hanke, Rick Hill, Chair Devon Martin, Brain Sanders and Kevin Wright

Directors Not in Attendance: None

Department Personnel: Fire Chief Cody Trevithick, Interim Battalion Chief Alex Frank, Fire Marshal Travis Homyak and Wildland Coordinator Nathan Brons

Meeting Attendees: Pension Board Chair Paul Bashor, Secretary of the Board Angela Frank, Firefighters Kevin Esmail, Noah Henry, Andrea Nabarrete and Kevin Reed

- I. PENSION BOARD - The actuarial is in. The board needs to make a decision on the allocation of funds by November 1st.

- II. CALL REGULAR MEETING OF HFPD TO ORDER – Regular meeting called to order at 7:11PM

- III. AUDIENCE COMMENTS FOR ITEMS NOT ON THE AGENDA – None

- IV. SPECIAL ELECTION OF BOARD POSITIONS - A MOTION to appoint Rich Hanke as Department Chair was made by Rick Hill, Kevin Wright seconded and the motion was approved by unanimous vote.

- V. APPROVE MINUTES
 - a. Special Meeting July 19, 2023- a MOTION to approve the July 19th Special Meeting Minutes was made by Director Sanders, Director Hill seconded and the motion was approved by unanimous vote.

- b. Regular Meeting August 15, 2023- a MOTION to approve the August 15th Regular Meeting Minutes was made by Director Wright, Director Hanke seconded and the motion was approved by unanimous vote.
- c. Study Session August 29, 2023- a MOTION to approve the August 29th Study Session Minutes was made by Director Hanke, Director Martin seconded and the motion was approved by unanimous vote.

VI. REPORTS -

a. Treasurer's Report

- i. A MOTION to approve the July financials as presented was made by Director Hill, Director Wright seconded and the motion was approved by unanimous vote.
- ii. 2024 Budget Planning - Director Sanders will finalize the budget.

b. Secretary's Report -

- i. October 15th is the deadline to publish notice of budget and hearing.

c. Friends of Hygiene - None

d. Chief's Report

- i. Call Activity of Note - There were 33 calls since the last meeting - 20 medical, 4 MVA, 4 canceled en route, 1 rescue, 1 car fire, 2 service calls, and 1 power line down.
- ii. Shift Coverage - Coverage was good this month.
- iii. Other Issues & Opportunities

1. Grant - A grant for FF shelters has been applied for. Another Grant for new PPE is in development.

VII. OLD BUSINESS

- a. 2023 Budget Amendment - Deferred to future meeting

VIII. NEW BUSINESS

- a. Petition for Exclusion - The Board acknowledges that a land exclusion petition has been filed with the District. A hearing will be set for the next Regular Meeting.

- b. Long Term District Planning -

- i. Directors discussed current challenges with transportation, housing and staffing

- ii. Chief Trevithick announced that he will step down as HFD Chief

- c. Study Session - Meeting is set for September 20th for legal counsel

IX. AGENDA NEXT MONTH

- a. Regular Meeting planned for October 11, 2023

X. ADJOURNMENT –A MOTION to move to end the meeting was made at 9:21 pm by Director Sanders, Director Hill seconded and the motion was approved by unanimous vote.

MOTION/RESOLUTION SUMMARY:

- A MOTION to appoint Rich Hanke as Department Chair
- a MOTION to approve the July 19th Special Meeting

- a MOTION to approve the August 15th Regular Meeting Minutes
- a MOTION to approve the August 29th Study Session Minutes
- A MOTION to approve the July financials

ACTION ITEMS:

Chief Trevithick - Connecting with Longmont FD about an a'la carte ambulance service.

Interim Battalion Chief Frank - None

Pension Board Chair Bashor - Distribute Actuarial to Directors

Chair Martin - Contact with headhunter agencies and a feasibility study consultant to find out pricing.

Director Hanke – None

Director Hill - None

Director Sanders – Prepare 2024 Budget

Director Wright - None

Wildland Coordinator Brons - None

Secretary of the Board Frank - None