

Hygiene Fire Protection District
BOARD OF DIRECTORS REGULAR MEETING
Fire Station, 7523 Hygiene Road
December 14th, 2022 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, Rick Hill, Brain Sanders, Devon Martin, and Andie Adams

Directors Not in Attendance: None

Department Personnel: Fire Chief Cody Trevithick, Assistant Chief Russ Benzel, and Wildland Coordinator Tyler Wurzer

Meeting Attendees: Recording Secretary Angela Frank, Pension Chair Paul Basher, Firefighter Scott Olson

I. PENSION BOARD – We are still waiting on a quote for the monument.

II. CALL REGULAR MEETING OF HFPD TO ORDER – Regular meeting called to order at 7:09PM

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

IV. APPROVE MINUTES

- a. Regular Meeting November 12, 2022- a MOTION to approve the November 12th meeting minutes was made by Director Hill, Director Martin seconded and the motion was approved by unanimous vote.

V. REPORTS

a. Treasurer's Report -

- i. 2022 Budget - We will make a payment to FPPA pension this month. The state has significantly at the level required by state law after the monthly amount benefit increased above \$300. Fuel costs and utilities are higher than projected. SCBA expenses have been moved to capital. The shift program was 24% lower than budgeted and insurance is lower.

ii. 2023 Budget - Our assessed value in Boulder County went down very slightly this year. Shift program is 36% of our overall budget. We need to set aside 3% of our expenses for contingency.

b. Secretary's Report - None

c. Friends of Hygiene -Director Hill will take the lead of Friends of Hygiene.

d. Chief's Report -

i. Call Activity of Note - We are getting out the door faster than anyone else, there was a structure fire in Allenspark. Our call volume is much higher with the mutual aid calls. Our firefighters love it because they get more training and in addition, we are getting the help we need on our calls.

ii. Wildland Update - Wildland Coordinator Wurzer presented a 2022 summary of the Hygiene Wildland Program including a report on the impact the Wildland Coordinator position has made on the department. Our program, under the leadership of Wurzer, has enhanced Hygiene's preparedness and equipment readiness for a growing wildland risk to the district. It offers a revenue source for our firefighters as well as great training opportunities. This year, there were more HFPD FF on assignments than ever before. In addition, the Coordinator position provides the district with 40 hrs per week of additional call coverage. In 2023 the program will provide around \$85,000 in equipment replacement funds due to apparatus fees charged to fires. He would recommend adding a benefit package to the Wildland Coordinator position as well as to explore the option to establish another wildland firefighter position that would be funded through grants.

iii. Shift Coverage - We only missed one 12hr shift in November with no coverage. We have a plan for more lieutenant coverage in the next year. We have a lot of applicants for new recruits. We are being sent people from other departments. Our department has a good reputation.

iv. Grant Update -

1. SCBAs are in. We bought two extra TIC bags. We were given 23 face pieces with the grant, but we have 55 members so we bought extra. Every department we go on a call with has the same pack. The pack can also bluetooth to our new radios. We can assign the packs to seats in rigs so when we get a hub system it will tell us every location and how the firefighter is doing. In addition, it can send a mayday call to all the firefighters in a situation.
 - What do we do with the old SCBAs? Donate or Sell?
 - RIT pack has a regulator, extra large tank, two skid plates, seat belt cutter, among other items. If one of our firefighters goes down it makes sure they stay alive while we try and get them out.
2. Chief Trevithik reached Benson with Boulder Mountain - they went through DOLA and received ½ million dollars for a new station - mostly for energy efficiency like solar power and radiant heating. They had a 90% shovel ready project and asked DOLA for the grant.
3. WC Wurzer is working on a grant with firehouse subs, a lot of grants require a lot of information from us like total call volume and district information as well as our equipment inventory. He is working on preparing an inventory list.
4. Director Hill offered to work together with WC Wurzer on tracking prospective grants.

VI. A MOTION to set the mill levies 2022-03 was made by Director Martin, Director Hill seconded and the motion was approved by unanimous vote.

VII. A MOTION to adopt resolution 2022-04 was made by Director Hill, Director Snyder seconded and the motion was approved by unanimous vote.

VIII. OLD BUSINESS

- a. Select Board Secretary - A MOTION was made by Director Snyder to appoint Recording Secretary, Angela Frank as Board Secretary, Director Sanders seconded and the motion was approved by unanimous vote.
- b. Land Acquisition- A commercial appraiser has been hard to find for the green house adjacent to the firestation. We should hear from the appraiser by the end of January. It will cost \$2,000
- c. Social Media Policy - Deferred to a work session in January. Chief Trevithik researched how to copyright our Hygiene logo and patch design. Chief Trevithik recommended the Board should have ownership of all social media logins and passwords.

IX. NEW BUSINESS

- a. May 2nd Election - Candidates must live in or own property in the district.
 - i. A 'call for nominations' must be published between 75 (2/26/23) & 100 (1/22/23) days prior to May 2nd
 - ii. DEO needs to be appointed.
- b. Staff Evaluations - last year we had a lot of good responses to our google form. It helped us to evaluate and prioritize our direction as a board. We will send out another this year.

X. AGENDA NEXT MONTH

- a. Set a work session to discuss the social media policy.

XI. ADJOURNMENT – A MOTION to move to an executive session was made at 9:42pm by Director Martin, Director Hill seconded and the motion was approved by unanimous vote.

Future Work Items

1. Meet with Mt View FPD
2. Continue to meet with Lyons FPD
3. Facilities

Motion/Resolution Summary:

- MOTION to approve the November 12th Meeting Minutes
- MOTION to set the mill levies 2022-03
- MOTION to adopt resolution 2022-04
- MOTION to appoint Angela Frank as Board Secretary

ACTION ITEMS:

Chief Trevithick - NONE

Assistant Chief Benzel - NONE

Pension Board Chair Bashor - NONE

Department Officers - NONE

Director Snyder - NONE

Director Martin - NONE

Director Sanders - NONE

Director Adams - NONE

Wildlife Coordinator Wurzer - NONE