

**Hygiene Fire Protection District  
P.O. Box 83, Hygiene, CO 80533  
Board of Directors Regular Meeting  
Wednesday, November 13, 2019  
7:00 p.m.**

**Directors in Attendance:** Scott Snyder, Judy Koslov, Don Cole and Steve Brinkman

**Directors Not in Attendance:** Molly Baldrige

**Department Personnel:** Chief Trevithick, Assistant Chief Russ Benzel, Training Captain Barnaby, and E/A to the Board Jennifer Cook

**Meeting Attendees:** Firefighters Ginsborg, Turner, and Olson; District resident Brian Sanders; Halle Mathues

- I. PENSION BOARD AS NEEDED – Called to order at 7:00 PM
  - a. A motion to raise the pension payout to \$400/month was approved at the October meeting. Pension Board Chair Paul Bashor was not in attendance but Director Brinkman reported that the request to raise the payout has been submitted to the FPPA and the change should go into effect in January 2020.
    - i. Members of the Department believe a previous mill levy committed a half mill to the Firefighter pension fund. Now that we are shifting away from being an all-volunteer department, we may no longer need to commit such a large amount of money to the pension fund. We still need a clearer understanding of the terms of the ballot issue to know what our obligations to the taxpayers are.
    - ii. Director Koslov has been researching the details of the issue to ascertain the pension contribution requirements and she read aloud a copy of the ballot question as it was proposed in the 2002 election. Director Brinkman was the DEO for the 2002 election and he recalls that all the information distributed in advance of the election show that the ballot initiative was proposed to raise taxes – in part to dedicate a half mill to the pension. The ballot question that Director Koslov read did not indicate that this was the case so Director Brinkman would like to do additional research before we decide on the next step.
- II. CALL REGULAR MEETING TO ORDER – Regular meeting called to order at 7:04 PM
- III. AUDIENCE COMMENTS FOR ITEMS NOT ON THE AGENDA – None

#### IV. PUBLIC HEARINGS

- a. Mountain Brook Exclusion – The floor was opened for public comment on the exclusion at 7:05 PM. No public comments either for or against.
  - i. Only two of the four properties seeking an exclusion are within the boundaries of the HFPD. We could try to fight the exclusion with Boulder County but there isn't much value in doing so since the District won't benefit, regardless of whether or not the property stays within our boundaries. It's zoned for agricultural use so, even if it stays within the HFPD, it couldn't be developed into anything that increases property tax revenue.
  - ii. A MOTION to grant the Mountain Brook Properties' petition for exclusion from the Hygiene Fire Protection District was made by Director Brinkman. Director Cole seconded and the motion was approved by unanimous vote.

#### V. APPROVE MINUTES

- a. Study Session, October 5, 2019 – Postponed until the December Board meeting.
- b. Regular Meeting, October 9, 2019 – A MOTION to approve the regular Board meeting minutes was made by Director Brinkman. Director Cole seconded and the motion was approved by unanimous vote.

#### VI. REPORTS

- a. Treasurer's report
  - i. Director Baldrige was not in attendance so there was no discussion of the financial statements.
  - ii. 2020 Budget, Advertise public hearing for December 11<sup>th</sup> – The 2020 budget must be presented for public comment at the December meeting. Director Koslov has submitted the budget notice publication and it is scheduled to run in the Times-Call on December 8<sup>th</sup>.
    1. A MOTION to hold the public hearing on the 2020 budget at the regular Board meeting on December 11<sup>th</sup> was made by Director Brinkman. Director Cole seconded and the motion was approved by unanimous vote.
- b. Secretary's report

i. Upcoming deadlines

1. The Christmas Party will take place on December 6<sup>th</sup>.
2. Approve the 2020 budget at the December meeting.
3. Elections – Three Board members' terms are up next year and we need to keep looking for alternatives to fill those positions. Directors Snyder and Koslov have the option to run for another term but Director Baldrige is term limited and will need to be replaced. There are at least three residents who have expressed interest in running and we will need to have an election if there are more candidates than seats. Director Koslov has recruited a local resident to serve as the Designated Election Official (DEO) in the event that we hold Board Member elections. He served as an election judge in the 2018 election so he has some familiarity with the process. Director Koslov will get him signed up for DEO training in January with Lyons Gaddis.
  - The deadline to submit Board Member Self-Nomination forms is February 28<sup>th</sup>. We need to start making the District aware of the open seats as soon as possible and Director Koslov would like to include an alert to the newsletter mailer.

c. Chief's Report

- i. Fuel Tanks – No update but the mission is still in process. FF Turner has been putting together paperwork that details the differences between the tanks we have and what Boulder County is demanding, based on price, quality, durability, safety, etc. If for some reason Boulder County still says that we cannot use the tanks we have, FF Turner is trying to establish a system of credit with the manufacturer for new tanks.
- ii. Shift Coverage – November coverage is looking good. Currently there is at least one person scheduled for each shift and December is already shaping up the same way.
  1. Volunteer members have been responsive to calls. Knowing that a backup team is coming right behind allows the people on shift to get out the door faster.
- iii. Other Issues & Opportunities
  1. John Mathues is working with Sadie Stark and the City of Longmont on a grant to get new SCBAs. We qualify for the grant because the SCBAs being used currently are no longer compliant with NFPA standards due to their age. If the grant application is approved, we

would be able to purchase brand new SCBAs, masks and a Cascade filling system for only 5% of the regular cost. We have a Cascade system now but it's too small to be used with the new packs.

2. Four Department members are going through Longmont's academy. If they pass there is a good chance that they could be hired on as career firefighters. A number of HFPD members are graduating this month from other academies. The benefit to having members training at other departments is that they can bring what they've learned back to Hygiene so our members can benefit from their training as well.
3. Chief Trevithick got the titles for the Side x Side and the Jet Ski trailer. No title for the Jet Ski but everything is in HFPD's name so there shouldn't be any problems if/when we eventually decide to resell them.
4. 2831 (Fire suppression vehicle) is available right now and we have a crew that could take it out if there was a fire.
5. Some of the Hygiene FFs recently served lunch at the local elementary school. The kids were excited to see the firefighters and everyone had a lot of fun.

## VII. OLD BUSINESS

- a. Meeting with Mt. View FPD – Director Snyder and Chief Trevithick met with the Chief and Board President of Mountain View to see what might be possible in the way of collaboration or cooperation to get an ambulance into the HFPD or other service improvements. Mountain View is in process with Lafayette and Rocky Mountain Fire to form an authority (not a merger at this time) and they are working towards operating as a single agency fire department. Mountain View indicated they would be willing to consider including Hygiene in the authority if the HFPD were to pursue a complete merger with Mountain View, but it would require the HFPD voters to approve doubling the current mill levy in order to match the contributions of the other Districts.
  - i. Their primary station is East of Longmont but they have a number of others stations across Mead, Erie, Niwot, and Dacono. It could be beneficial to the community we joined a larger operation but if we aren't ready to join the authority it's possible to first explore cooperative efforts at smaller levels to get a sense of what arrangement might work. If we were to join, we would be co-equals within the operation, which is something that seems unlikely with Longmont's Fire Department. In the situation that Mountain View is offering, Hygiene could maintain its independence; have our own Board;

keep our name, people and equipment, etc., but we would have the resources of a much larger operation. Some systems could be combined to streamline activities and positions (ex. Fire marshal, administrative services), which would cut costs in the long run.

- ii. Joining with a larger organization would allow us to offer better ambulance service to our District and it could be the solution to the problems associated with buying and equipping our own ambulance. Mountain View spreads ambulances across their Districts and we could have faster access to service because a vehicle could be stationed between Hygiene and Mead.
  - iii. Training Captain Barnaby spoke on behalf of the FFs. The general opinion is that the HFPD won't last long in its current form so we need to consider long-term prospects to survive. A lot of Districts around the state are collaborating to sustain their Departments and serve its residents. The FFs acknowledge that there are still a lot of questions on how our Department would be structured but the biggest concern is what is best for our taxpayers.
  - iv. Director Snyder will see about setting up an informal meeting between the Board Members of Mountain View and Hygiene to discuss how such an arrangement would evolve and how it would impact the HFPD.
- b. Newsletter – There has been a lot of good discussion about the content and what should go onto the website versus what should go into the newsletter. The goal is to get the newsletter out by the end of the year. Brian Sanders sent out the current version for editing feedback and suggestions on what content should go where.
- i. Director Koslov would like to solicit nomination for Board members in the newsletter and on the website.
  - ii. We need to find a graphic designer to help with the newsletter, as well as to create a logo for the 501(c)3.

VIII. NEW BUSINESS - None

IX. AGENDA NEXT MONTH

- a. Work Session? – The meeting with Mountain View will serve as the work session.
- b. Regular Meeting – No discussion

X. ADJOURNMENT – A MOTION to adjourn the meeting was made by Director Brinkman at 8:05 PM. Director Cole seconded and motion was approved by unanimous vote.

Motion/Resolution Summary:

- MOTION to grant the Mountain Brook Properties' petition for exclusion from the Hygiene Fire Protection District
- MOTION to approve the regular Board meeting minutes
- MOTION to hold the public hearing on the 2020 budget at the regular Board meeting on December 11<sup>th</sup>
- MOTION to adjourn the meeting

**ACTION ITEMS:**

**Chief Trevithick - NONE**

**Assistant Chief Benzel - NONE**

**All Board Members - NONE**

**Director Snyder**

- Set up a meeting between the HFPD and Mountain View Board members

**Director Baldrige - NONE**

**Director Koslov - NONE**

**Director Brinkman - NONE**

**Director Cole - NONE**

**Executive Assistant to the Board**

- Send the October minutes to Chief Trevithick and Brian Sanders to post on the Hygiene FD website