

Hygiene Fire Protection District
BOARD OF DIRECTORS REGULAR MEETING
Fire Station, 7523 Hygiene Road
Wednesday, May 31, 2022 at 7:00 p.m.

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

Directors in Attendance: Scott Snyder, Brian Sanders, Devon Martin, Rick Hill, and Andie Adams

Directors Not in Attendance: None

Department Personnel: Fire Chief Cody Trevithick, Assistant Chief Benzel, Pension Board Chair Bashor, and E/A to the Board Jennifer Cook

Meeting Attendees: Firefighters McAllister, Fillmer, and Dunlap

I. PENSION BOARD AS NEEDED – Pension Board Chair Bashor is waiting on an estimate to have the names and dates put on the memorial stone out front.

II. CALL REGULAR MEETING TO ORDER – Regular meeting called to order at 7:07PM

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

IV. SELECT BOARD MEMBER TO REPLACE STEVE BRINKMAN

a. Rick Hill

b. Kyle McAllister

c. Others?

i. Kyle is in line to be an Officer, and would therefore not be allowed to serve as a Board Member. He decided to withdraw his candidacy to pursue becoming a Lieutenant for the Department.

ii. A MOTION to appoint Rick Hill to the Board was made by Director Snyder. Director Martin seconded and the motion was approved by unanimous vote.

1. Rick signed and swore his Oath of Office.

V. APPROVE MINUTES

- a. Regular Meeting May 11, 2022 – A MOTION to approve the May Regular Meeting minutes, with the addition of Rick's last name, was made by Director Sanders. Director Martin seconded and the motion was approved by unanimous vote.

VI. REPORTS

- a. Treasurer's Report – None, due to timing of meeting.
- b. Secretary's report – Nothing to report
- c. Friends of Hygiene – Working on establishing new Board Members to replace Steve Brinkman.
- d. Hygiene/Lyons Report – No update.
- e. Chief's Report
 - i. Call Activity of Note – 24 calls since last meeting, including 8 MVAs, 3 wildfires, and 7 medical. The high number of calls is due in part to Hygiene covering Lyons' District, after the death of one of their Firefighters in a motorcycle accident.
 - ii. Wildland Update
 1. 2840 just returned from deployment. It needs some small repairs and to have a tire replaced, and then it will be sent back out. 2821 is still out on a 2-week deployment but should be back soon.
 2. Wildland Coordinator Wurzer only needs one more signature to certify for Engine Boss.

iii. Shift Coverage – Average of 2-3 people on shift. Still struggling to fill Shift Lieutenant spots, but more people are coming up through the ranks. Also planning to bring 8 new people on after successfully interviewing with Chief Trevithick.

1. Director Sanders requested photos of the new people to post on the website.
2. Two interns are joining the Department. They will shift with designated Firefighters and go on ride-alongs.

iv. Grant Update – No update

v. Other Issues & Opportunities

1. Steak Dinner – Shift crews will call those who have yet to sign up and find out if they are coming, the number of guests, and what they are bringing as a side dish.
2. There is a meeting about ambulance service on June second, with a Q&A session to the two companies that are bidding on the contract. Some of the Hygiene members will attend to press our needs.
3. We got new door locks and are in the process of getting member-specific codes uploaded.

VII. OLD BUSINESS

- a. Post Office Deed (Devon) – Will update at the next meeting.
- b. North Side Driveway Use by Postal Patrons (Devon) – Will update at the next meeting.
- c. Attorney Comments re: Wildland Coordinator Job Description (Chief) – No update

d. Pay Policy

1. Pay when training – Paid members need to be compensated for all mandatory trainings they attend.
2. Limit hours to 1,600 per year – Need to strictly adhere to to avoid pension complications.

e. Steak Dinner – Sign up and bring a side dish

VIII. NEW BUSINESS

a. Airport Road and Rogers Road Exclusion, Acknowledge Receipt of Petition; Set Public Hearing for July

- i. Our attorney is handling the details of the exclusion.
- ii. The deposit request has been raised to \$1,500.
- iii. A MOTION to hold the public hearing on the Airport Road/Rogers Road exclusion at the July Regular meeting was made by Director Sanders. Director Martin seconded and the motion was approved by unanimous vote.

b. Director Sanders asked Chief Trevithick to suggest policies that the Board should review as part of a broader policy review.

IX. AGENDA NEXT MONTH

a. Work Session to discuss collaboration options for Hygiene, Lyons and Mountain View will take place at the Station on June 28th at 7:30PM.

b. Regular Meeting – No discussion

X. ADJOURNMENT – A MOTION to adjourn the meeting was made by Director Sanders. Director Martin seconded and the meeting concluded at 9:03 PM.

Future Work Items

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

Motion/Resolution Summary:

- MOTION to approve the May Regular Meeting minutes
- MOTION to appoint Rick Hill to the Board
- MOTION to hold the public hearing on the Airport Road/Rogers Road exclusion at the July Regular meeting
- MOTION to adjourn the meeting

ACTION ITEMS:

Chief Trevithick

- Send photos of the new members to Director Sanders to post on the website
- Suggest policies that the Board should review as part of a broader policy review

Assistant Chief Benzel – NONE

Pension Board Chair Bashor - NONE

Department Officers – NONE

Director Snyder - NONE

Director Martin - NONE

Director Sanders – NONE

Director Adams – NONE

Executive Assistant to the Board

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