

**Hygiene Fire Protection District**  
**P.O. Box 83, Hygiene, CO 80533**  
**Board of Directors Regular Meeting**  
**Wednesday, January 8, 2020**  
**7:00 p.m.**

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

**Directors Not in Attendance:** Molly Baldrige

**Department Personnel:** Assistant Chief Russ Benzel, Pension Board Chair Bashor and E/A to the Board Jennifer Cook

**Meeting Attendees:** Firefighters Ginsborg, Olson, Kalyan, and Mackey

- I. PENSION BOARD AS NEEDED – Called to order at 7:00 PM
  - a. New pension elections – Pension Board Chair Bashor was reelected to the Pension Board. Officers of the Pension Board need to vote on who – between Paul Bashor and Chief Trevithick – serves as President and who serves as Secretary. A MOTION to have Paul Bashor continue to serve as President was made by Director Brinkman. Director Koslov seconded and the motion was approved by unanimous vote. Chief Trevithick will serve as Secretary.
  - b. According to meeting minutes from April 10, 2002, the Board voted to add a ballot initiative to the upcoming election to raise the mill levy by 2.5 mills. Two mills were for the District and ½-mill for the pension fund. The details of how the increased funds were to be apportioned do not appear to have been included on the ballot. We have been setting aside ½-mill for the pension fund since the 2002 election when the measure was approved, irrespective of the fact that it was not specifically stated on the ballot. The Board discussed diverting the ½-mill back to the District where it could potentially be more beneficial, now that we know if was not specifically committed to the pension fund. Regular Board members are responsible for administering funds so the vote on whether to divert the ½ mill back to the general fund will take place during the Regular Board meeting.
  - c. The increased pension payout of \$400 has now gone into effect, starting January 2020.
- II. CALL REGULAR MEETING TO ORDER – Regular meeting called to order at 7:12 PM
- III. AUDIENCE COMMENTS FOR ITEMS NOT ON THE AGENDA – None
- IV. APPROVE MINUTES

- a. Regular Meeting, November 13, 2019 – A MOTION to approve the regular meeting minutes with the changes requested by Director Snyder was made by Director Brinkman. Director Cole seconded and the motion was approved by unanimous vote.
- b. Regular Meeting, December 11, 2019 – No vote on the December minutes until there is a quorum of Board members who attended that meeting.
- c. Special Meeting, December 12, 2019 – A MOTION to approve the special meeting minutes was made by Director Brinkman. Director Koslov seconded and the motion was approved by unanimous vote.

## V. REPORTS

### a. Secretary's report

- i. Upcoming deadlines – Pancake Supper on February 15
- ii. Status:

#### 1. DEO Training

- Marty Butley and his wife, Gayle, went though Designated Election Official training yesterday at Lyons Gaddis. Gayle will serve as assistant DEO and help Marty as needed.
- Director Koslov will work with Jen to get all election and transparency documents onto the online archives, and with Brian Sanders to get transparency and relevant election documents posted to the website.

2. Disclosure Document – Has been filed with the county

3. Boundary Map – Has been filed with the state and county

4. Transparency Form – Has been filed with the state and county

### b. Chief's Report

- i. Fuel Tanks – Discussions with the Boulder County are ongoing but still no progress. It's looking likely that our options will be to sell the tanks, or possibly move them onto the adjacent rental property. We will know more after the meeting with the County on the 19<sup>th</sup>.
- ii. Shift Coverage – Assistant Chief Benzel reported that, for all of 2019, there was at least one person on every 12-hour shift 95% of the time. January 2020 is starting off well but Sunday day shifts continue to be difficult to

staff. Director Koslov proposed considering offering a slightly higher rate of pay for shifts that are regularly proving problematic to find coverage.

iii. LEU Status – After discussing the situation, it was agreed that the taxpayers would benefit more if HFPD continued to use LEU for specific situations and services. LEU is the best option for traffic control since BES is not an option in non-emergent situations. BES has an agreement with the sheriff's office to do traffic control but not do so for Fire Departments so it is beneficial for HFPD to have the option to call LEU for these services. LEU should also be toned on structure fires since they have a good Cascade air system. The Association would recommend maintaining a modified general mutual aid agreement with LEU for these types of incidents, but cancel auto-aid. The Board agreed with their recommendation. Chief Trevithick and Assistant Chief Benzel will work on changing/updating our agreements with LEU.

iv. Other Issues & Opportunities

1. Chief Trevithick and FF Fillmer are meeting with members of the Hygiene Elementary School to see about partnering to set up a fundraiser to benefit those impacted by the wildfires in Australia. We will know more after the meeting. All next week, duty crewmembers will be going to the elementary school to help design and create posters to promote the fundraiser.
2. Assistant Chief Benzel praised crewmembers who worked on a recent medical call. By the time AMR arrived, the crewmembers had already prepared a patient assessment, started an IV, and done an EKG strip. The ambulance would have left five minutes after it arrived but the little girl wouldn't leave without her teddy bear and her sheep. 😊 The call demonstrated the level at which our responders are prepared, efficient and proactive. It was an excellent representation of successful training and the quality of our department members.

VI. OLD BUSINESS

- a. Mountain View FPD Meeting, What Next? – There was an informal meeting last month between the Board Members of Mountain View and Hygiene, along with both chiefs, to discuss how such an arrangement might look in both the short-term and the long-term, and how it would impact the HFPD.
  - i. There is concern that the HFPD would lose its identity. Mountain View says that we could retain our name but the feeling is that this assurance could erode over time. We would have to double our mill levy if we joined with

Mountain View, and the concern is that it would cost the taxpayers a lot of money while getting only marginal returns on their investment. The biggest appeals of joining with a larger department are the economies of scale, particularly with regards to the administrative and financial resources that they could offer. These are valuable resources but our primary concern is ambulance service, which may improve, but possibly not to a degree commensurate with the increased cost to the taxpayers.

- ii. If we were to pursue doubling our mill levy, we could likely do more with those additional funds if we stayed independent. We could use that money to invest in the department and continue to work towards better ambulance service.
  - iii. Longmont is in the best position to provide ambulance service to the HFPD but previous conversations indicate that they would expect too much money for the number of calls that they would have to respond to. We may do better to meet with Lyons or Boulder Rural to discuss collaborating on ambulance service. Lyons is of particular interest since the greatest expanse of the HFPD border is shared with them. Collaborating with similarly sized Districts would be mutually beneficial and the investment would be more equally financed. The Board will discuss this at the next work session.
- b. Newsletter – Director Koslov got a list of registered voters from the County Clerk and Recorder Elections Division and a list of property owners from the Boulder County Assessor’s office for all of the HFPD. She will do the same for all property owners so that the newsletter will reach as many members possible within the District. Director Brinkman will look into getting a nonprofit mailing permit and printing cost estimates. Director Koslov will work on combining and consolidating the two lists of District residents.

## VII. NEW BUSINESS

- a. A MOTION to have a goal to continue dedicating ½-mill to the pension fund was made by Director Brinkman. Director Snyder seconded and the motion was approved by unanimous vote.
- b. Notice of Meetings: Posting Location – A MOTION to continue posting agendas/notices at the Firehouse, Post Office, and Mountain Fountain was made by Director Koslov. Director Brinkman seconded and the motion was approved by unanimous vote.

## VIII. AGENDA NEXT MONTH

- a. Work Session? – The Board will have a work session on January 29<sup>th</sup> to discuss and get answers to questions related to ambulance service and how we might formulate it in conjunction with adjoining Districts. EMS Director Cindy Brown and Physician Advisor Ben Wilks will be asked to attend and advise. We would like to know what AMR's contract says about response times based on geographical conditions and how frequently they meet those requirements. Director Snyder will talk with Chief Trevithick and Assistant Chief Benzel to see what kinds of numbers can be prepared in advance of the meeting.
- b. Regular Meeting – February 12<sup>th</sup>, 2020

IX. ADJOURNMENT – A MOTION to adjourn the meeting was made by Director Brinkman at 9:20 PM.

Motion/Resolution Summary:

- MOTION to have Paul Bashor continue to serve as President of the Pension Board
- MOTION to approve the regular meeting minutes with the changes requested by Director Snyder
- MOTION to approve the special meeting minutes
- MOTION to have a goal to continue dedicating ½-mill to the pension fund
- MOTION to continue posting agendas/notices at the Firehouse, Post Office, and Mountain Fountain
- MOTION to adjourn the meeting

**ACTION ITEMS:**

**Chief Trevithick**

- Work with Assistant Chief Benzel on changing/updating our agreements with LEU

**Assistant Chief Benzel**

- Work with Chief Trevithick on changing/updating our agreements with LEU

**All Board Members - NONE**

**Director Snyder**

- Talk with Chief Trevithick and Assistant Chief Benzel to see what kinds of AMR statistics can be prepared in advance of the work session

**Director Baldrige - NONE**

**Director Koslov**

- Work with Jen to get all transparency and election documents onto the online archives
- Work with Brian Sanders to get all transparency documents and relevant election documents posted to the website
- Work on combining and consolidating the two lists of District residents for the newsletter

**Director Brinkman**

- Look into getting a nonprofit mailing permit and printing cost estimates

**Director Cole - NONE****Executive Assistant to the Board**

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