

**Louisville Fire Protection District
Board of Directors Regular Meeting
September 8, 2022**

In Attendance: Board members Carter, DuBay, Lechner, Milanski, Varra
Chief Willson
Battalion Chief Schuppe, Fire Marshal Mestas, Finance Director Fry, HR Director Jackson
Firefighters

The meeting was held at Fire Station #2, 895 Via Appia Way and also broadcast via ZOOM.

President Milanski called the meeting to order at approximately 7:30 p.m. Roll call was taken and all board members were present. Board members Carter and DuBay attended via ZOOM. The Pledge of Allegiance was recited.

Board member Lechner moved to approve the following additions to tonight’s agenda – lease with Lafayette Fire for renting SCBA equipment and access agreement for turn-around in CTC. Board member Varra seconded, motion carried. Board member Lechner moved to approve the consent agenda. Board member Varra seconded, motion carried. Future agenda item – FAMLI.

The following correction will be made to the 8/11/22 minutes - All of the board members expressed appreciation for the efforts of the Volunteer program team.

Financial Report

General Fund

Checking:

Old Balance	7/31/2022		\$ 581,175.91
Deposits			\$ 968,810.27
	July County Check	\$ 146,221.00	
	Ambulance Transports	74,996.39	
	Ambulance Subscriptions	330.00	
	US Bank General Fund	500,000.00	
	Money Market		
	Pension Fund (Pension Checks (2nd Qtr 2022))	117,040.09	
	Pension Fund (Pension Checks (3rd Qtr 2022))	115,822.79	
	Pension Fund (Aline Steinbaugh- Deceased 7/1/22 - 8/8/22 Benefit)	597.56	
	Pension Fund (John Blakely Death Benefit)	100.00	
	Pension Fund (Koos Spousal Pension Benefit June 9 - 30, 2022)	174.24	

	John Blakely Estate (Reimb - Portion of 2Q2022 Pension Disbursement)	\$ 348.26	
	Boulder County Hazmat Response Authority (OT/Backfill OT - 2Q2022)	1,450.12	
	CPR Fees	62.24	
	Fuel Tax Refund	285.12	
	Philips Healthcare (Refund)	84.30	
	Report Copies	16.50	
	Plan Reviews	11,281.66	
New Balance			\$ 1,549,986.18
Disbursements			\$ 698,312.89
	Bills	\$ 581,735.96	
	Ambulance Transport Refunds	(465.92)	
	Estate of John Blakely (Death Benefit)	100.00	
	Nancy Koos (Spousal Pension Benefit June 9 - 30, 2022)	174.24	
	Pension Checks 3rd Qtr 2022	115,822.79	
	Aline Steinbaugh, Deceased (7/1/22 - 8/8/22 Benefit)	597.56	
	Pension Fund (Blakely-Reimb Portion 2Q2022 Disbursement)	348.26	
New Balance	8/31/2022		\$ 851,673.29
Reserve Fund: (Includes Emergency Reserve)			\$ 9,112,331.74
	US Bank Money Market	\$ 9,112,331.74	
Other:			\$ 2,133,028.40
	Length of Service Accounts	\$ 89,979.87	
	Capital Reserve	2,043,048.53	

The Board Member Manual was discussed. Board member Varra moved to approve the proposed Board Member Manual (the by-laws) as presented. Board member Lechner seconded. A roll call vote was taken – Carter – Nay, DuBay – Aye, Lechner – Aye, Milanski – Aye, Varra – Aye. Motion passed 4-1.

The board discussed options for how to format compensation on the summary of bills. President Milanski moved to approve a variation of Example A showing a column for random employee #, rank, and total compensation amount, to take place as soon as possible. Board member Carter seconded, motion carried.

Chief Willson reported Lafayette Fire Dept. has asked to lease 20 SCBA packs from us until they can replace

theirs, probably for a year or more. There was discussion. Board member Varra moved to work with our attorney to negotiate an agreement. Board member Lechner seconded, motion carried.

Fire Marshal Mestas reported a builder in CTC can't meet the code for fire department access on his property, so he has made an agreement with a neighbor for a turnaround. Our attorneys have reviewed it and drafted a proposal and access agreement. There was discussion. Board member Varra moved to approve the access agreement. Board member Lechner seconded, motion carried.

A budget work session was set for 9/27/22, 6 p.m., at Station 2.

A work session to discuss Board strategy was set for 9/23/22, 6 p.m., Station 2.

Board member DuBay moved to authorize President Milanski to sign the nomination form nominating Chief Willson to the Colorado Firefighters Heart & Cancer Trust committee. Board member Carter seconded, motion carried.

Chief Willson presented his report.

- Volunteer program update
- Redtail Ridge update, will discuss further at the next Board meeting
- Boulder County ballot question - no update
- Strategic Plan update

Attorney Ross presented his report and Battalion Chief Schuppe presented a training report.

		<u>Bills</u>	
ROI Fire & Ballistics Equipment	Structure gloves, helmets		\$ 5,154.00
Bound Tree Medical	Medical supplies		910.89
Restore Counseling	Counseling session		125.00
Colo Div-Fire Safety & Control	Exam		30.00
ViaTek	PC/network/phone support, computers		3,578.00
Elizabeth Chase	Reimb - conference registration		419.00
Shawn Stark	Reimb - conference registration		319.00
Isabella Dean	Reimb - conference registration		419.00
Motorola Solutions, Inc	Mobile radio, remote mics, replacement cable		8,393.14
Casey Conrad	Reimb - Hazmat class		1,000.00
Columbine Appliance	Dryer repair		356.19
Division of Oil and Public Safety	Certificate of Operation - elevator		30.00
Rose Paving	Restriped parking lot - St 2		869.53
Service Experts	HVAC filters		552.76
American Elevator Professionals	Elevator inspection		350.00
Chris Melvin	Reimb - recertification		289.00
Green Valley Lawn Service	Lawn maintenance		1,450.00
Bound Tree Medical	Medical supplies		2,364.35
West Direct Equipment Savers	Filled fuel tank - St 3		2,902.15
Rose Paving	Restriped parking lot - St 1		869.53
Western Disposal	Trash removal		563.00
Verizon Wireless	Cell phone service		1,329.50
Tribbett Agency	Bond renewal		100.00
Home Depot	Boat gas, extension cord, plug, connector, toilet filler, Weed & Feed, weed killer, shelves		642.74
Colo Div-Fire Safety & Control	Exam		30.00

TalentSmart, Inc	Emotional intelligence manuals	\$ 5,133.42
Xcel Energy	Utilities	3,352.02
Kaiser Lock & Key	Door lock, programming	894.58
ViaTek	PC/network/phone support, managed services	2,036.59
University Auto Supply	DEF, car wash, floor dry, hose, Trufuel, concrete degreaser, supplies for water can repair	194.85
CenturyLink	Data bundle - St 3	623.96
WEX Bank	Fuel - fleet	1,751.83
Knox Company	Mounting bracket	92.00
Bound Tree Medical	Medical supplies	372.48
All Temperatures Controlled, Inc	Cleaned ice machine	317.50
Foster Emergency Medicine	Medical direction	6,368.75
Division of Oil and Public Safety	Storage tank registration	35.00
A Path Forward	Counseling session	80.00
AirPro	Plymovent repair - St 3	899.00
20/20 Communications	Sign	340.00
DIRECTV	TV - St 3	86.99
TLS Emergency Equipment	Hat pins	65.48
Bound Tree Medical	Medical supplies	171.42
US Bank	CC; monthly fees (Adobe Pro, Stamps.com, Ring Central), office/station/training/medical supplies, postage, shipping, cable TV, water & sewer, high-speed internet, legal fees, apparel & gear cleaner, goggles, harnesses, SCBA flow/regulator tests & parts, St 2 exterior lighting repairs, conference/training registrations, birthday cards/ refreshments, task chair, lunch meeting	11,204.43
Health Equity, Inc	FSA administrative fees	71.00
US Bank	Service fees	92.70
Pinnacol Assurance	Workers' compensation	10,330.00
IRS	Medicare Hospital Insurance	4,628.69
PERA	Employer contribution – July	82,590.04
PERACare	Health insurance – July	55,297.19
John Willson	Wages	12,081.62
Chris Mestas	Wages	9,779.24
Jackie Fry	Wages	9,588.80
Brian Jackson	Wages	9,264.00
Samiyyah Jackson	Wages	8,131.24
Shawn Stark	Wages	9,449.60
DeAnne Wixson	Wages	3,668.80
Emily Kircher	Wages	5,081.60
James Bage	Wages	7,860.81
Lance Bishop	Wages	4,633.08
Adam Bowler	Wages	10,230.63
Brian Brindisi	Wages	7,109.30
Christopher Bussard	Wages	7,278.30
Asa Capsouto	Wages	6,629.04
Kyle Carlson	Wages	5,661.84
Elizabeth Chase	Wages	7,250.16
Casey Conrad	Wages	6,567.66

Codi Courtney	Wages	\$ 8,159.35
Andrea Crass	Wages	5,725.00
Isabella Dean	Wages	5,948.68
Thomas Gillis	Wages	9,819.93
Jesse Hickox	Wages	8,013.16
Nicholas Houston	Wages	8,708.79
Daniel Hunter	Wages	6,731.58
David Kabal	Wages	5,106.16
Brandon Kodey	Wages	5,877.84
McKinley Land	Wages	7,745.34
Cassidy Lear	Wages	6,956.24
Jillian Luebke	Wages	6,340.62
Khristian Lukianov	Wages	7,777.02
Grant Medina	Wages	7,657.26
Chris Melvin	Wages	12,653.84
Brett Miranda	Wages	4,844.27
Kyle Murray	Wages	5,222.50
Brian O'Mara	Wages	5,725.00
Victor Oliveira	Wages	10,217.69
Jason Rogers	Wages	8,783.02
Timothy Rossette	Wages	8,421.76
Brian Saxon	Wages	8,509.92
David Schlingmann	Wages	4,633.08
Diane Schroeder	Wages	10,404.16
Jeff Schuppe	Wages	10,615.68
Dustin Sieve	Wages	9,833.63
John Udden	Wages	10,098.88
Nicolas Venot	Wages	5,661.84
Andrew Welsh	Wages	5,836.84
Chris Whitson	Wages	8,864.46
Ben Carter	8/11/22 Regular meeting	75.00
Jim Dubay	8/11/22 Regular meeting	75.00
Ingrid Lechner	8/11/22 Regular meeting	75.00
John Milanski	8/11/22 Regular meeting	75.00
Tara Orr	Street Faire EMS coverage	100.00
Matt Calnan	Street Faire EMS coverage	<u>100.00</u>
TOTAL		\$ 581,735.96

Board member Lechner moved to approve payment of the bills. Board member Varra seconded, motion carried.

President Milanski moved to go into executive session pursuant to C.R.S. § 24-6-402(4)(f), discuss personnel matters, to discuss the fire chief's upcoming contract. Board member Varra seconded, motion carried. When the meeting resumed, with no further business, it was moved and seconded to adjourn. Motion carried.

Respectfully submitted,

Jackie Fry, Secretary