

Berthoud Fire Protection District Board of Directors Meeting Minutes

Date: Tuesday, June 13, 2023
Location: 248 Welch Ave., Berthoud, CO 80513
Time: 6:00 p.m.
Meeting Organizer: Jill Wilson (970) 532 – 2264

Agenda Items

Call to Order / Roll Call

Board President, Dan Hershman called the meeting to order at 6:01 p.m. Directors present were Vice-President Mike Cook, Director Eric Rypkowski and Director Dave Shipley. Secretary Gary Maggi arrived at 6:02pm.

Others in Attendance: Fire Chief Steve Charles, Battalion Chiefs Andrew Kuiken and Scott Lindschmidt, Lieutenants Dan Forbis and Nick Ireland, Ben Archer-Clowes, James Vincent Group and Jill Wilson, Chief of Staff.

Pledge of Allegiance

Review of the Agenda

Chief Charles noted one addition for the presentation of 'The Berthoud Way'. Motion by Vice-President Cook to accept the agenda with addition, seconded by Director Shipley. The motion carried unanimously.

Public Comment

Golden Links Compensation Request

Nancy Weber, member of the Golden Links, provided information on the Golden Links and their activities. She provided a document for the Board to review. She stated that the group was very disappointed and upset that they were asked to vacate the building, which they utilized for their group. As a result, the Golden Links were asking for compensation from the District for their displacement in the amount of \$50,000.

President Hershman noted that the decision to vacate the group from the facility was difficult; however, the District was faced with a growing community, increased members of the department, and decreased revenues. The District's purpose was to protect and serve the district and the citizens that reside within the district. In order to do so, the District needed to expand space and services,

and the District needed to utilize its current facility. He stated that the Board would review the document and request and respond to the Golden Links in writing.

Consent Calendar

Approval of the May 9, 2023 Meeting Minutes

Motion by Director Shipley to approve the May 9, 2023 meeting minutes, seconded by Vice-President Cook. The motion carried unanimously.

Personnel

None

Board of Director Actions

Station 2 Roof Replacement Approval

James Vincent Group, Finance Consultants

Financial Report

Mr. Archer-Clowes provided an overview of the May financial report. Discussion ensued regarding the information that was provided in the report and how it might be presented differently.

Motion by Director Shipley to approve the May financial report, seconded by Vice-President Cook. The motion carried unanimously.

Command Staff Communications

Jill Wilson, Chief of Staff

Reserve Firefighter Process

Ms. Wilson stated that the application process for Reserve firefighter positions had closed, and four candidates would be going through an assessment center on June 14th.

Stephen Charles, Fire Chief

“The Berthoud Fire Way” / Staff Presentation

Lieutenant Ireland explained that staff had been tasked with creating a professional standards/cultural document for the District and its employees. A group of employees worked over several months to create the document, which was finally completed. All staff members and new members would receive the document.

Chief Charles complimented the group on their time and effort. He stated that he appreciated their hard work and was excited for the organization to have this document.

The Board was excited for the this new document and felt it was important for the organization to have.

Station 2 Roof Repair / Replacement

BC Lindschmidt explained that there were issues at Station 2 with leaks and damage to drywall. It was determined that the roof was the cause. There were two options, which were to re-roof or do a 'paint seal/coat' over the metal roof. President Hershman stated that the District should obtain three quotes prior to moving forward. Motion by Director Ryplewski to proceed with a roof repair/replacement upon completing a competitive bid process with the amount not to exceed \$50,000, seconded by Director Shipley. The motion carried unanimously.

Strategic Plan Update

Chief Charles stated that a draft of the plan had been provided and sent to the Board. Expected final report was hoped to be received by July.

Station 1 Remodel Update

Chief Charles explained that a new, updated design development pricing for the remodel had come in at \$2.1 million, which was above the original quote and budgeted amount of \$1.8 million. Vice-President Cook suggested using the District impact fees to make up the difference in price. President Hershman agreed. Director Ryplewski asked that the District have an independent architectural review of the design plans to determine if the projected cost seemed appropriate. Based on that assessment, he agreed that impact fees could be used to supplement any cost over what was originally budgeted. President Hershman stated that once the information was reviewed by a third party and received, a special board meeting could be held to determine how the District should move forward and/or approve the additional cost.

Berthoud Parkway Property Update

Chief Charles stated that the subdivision plat had not yet been recorded. As a result, the purchase of the property would not take place until that had been completed.

Berthoud Weekly Surveyor / Proposed Article on Berthoud Train Derailment

Chief Charles noted that he had received a call from the Surveyor, and an article on the topic would be published.

Battalion Chiefs / Staff

Apparatus Maintenance Update

Chief Kuiken provided an overview of the improvement to our fleet and fleet maintenance.

Communication from Board of Directors / Open Discussion

None

Adjournment

Board President, Dan Hershman, called for a motion to adjourn at 7:25 pm. Motion by Vice-President Cook, seconded by Director Shipley. The motion carried unanimously.

Signature Page

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Dan Hershman
President

X 

Michael Cook
Vice-President

X 

Gary Maqqi
Secretary

X 

Dave Shipley
Director

X 

Eric Ryplewski
Director