

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
STEAMBOAT SPRINGS AREA FIRE PROTECTION DISTRICT
HELD

September 19, 2022

A regular meeting of the Board of Directors of the Steamboat Springs Area Fire Protection District (referred to hereafter as "Board") was convened on Monday, the 19th day of September 2022, at 5:00 P.M. at Centennial Hall in the Carver Room, 124 10th Street, Steamboat Springs, Colorado. Attendance was both in person and virtual via a video and teleconference platform accessible to the public.

ATTENDANCE

Directors in Attendance Were:

Randall Hannaway, Vice-President
Tom Ihrig, Treasurer (Via Phone)
Adonna Allen, Secretary
Jason Miller, Director/Assistant Secretary

Directors Absent and Excused:

Karl Gills, President

Also in Attendance Were:

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, PC
(via videoconference)
Kammy Tinney, Tiffany Skoglund, Jennifer Ondracek and
Irene Buenavista; Pinnacle Consulting Group, Inc. (via
videoconference)
Chief Cerasoli; Steamboat Springs Fire Rescue
Sean Walsh; Sean Walsh Consulting
Gary Suiter, City Manager; City of Steamboat Springs

Chairman Hannaway called the meeting to order at 5:01 P.M.

Upon motion duly made by Director Hannaway, seconded by Director Allen and, upon vote, unanimously carried, the absence of Director Gills was excused.

Chairman Hannaway declared that a quorum of the Board was present, with four of five Board members in attendance.

ADMINISTRATIVE
MATTERS

Agenda: A proposed agenda was distributed for the Board's review and approval. Following review and discussion, the agenda was approved as presented.

Disclosure of Potential Conflicts of Interest: Chairman Hannaway inquired whether there were any conflicts to disclose by Board members present which have not already been adequately disclosed. There were no such conflicts to disclose.

Minutes: The Board reviewed the minutes of the August 15, 2022 regular meeting. Following review and discussion, upon motion duly made by Director Allen, seconded by Director Ihrig and, upon vote, unanimously carried, the Board approved the minutes of the August 15, 2022 regular meeting subject to correction of a typographical error.

District Management Report: Ms. Tinney reviewed with the Board the written Management Report.

Services Agreement with Sean Walsh Consulting: Attorney Ross reviewed with the Board the Services Agreement with Sean Walsh Consulting. Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Allen and, upon vote, unanimously carried, the Board approved the Services Agreement with Sean Walsh Consulting. Mr. Walsh will start the project first by meeting with each member of the Board to receive their input and feedback, and to formulate next steps in the process.

Public Comment: There were no public comments.

DEPARTMENT
MATTERS

Chief's Report: Fire Chief Cerasoli reviewed with the Board the Fire Chief's written report, dated September 12, 2022 which includes activities of the Fire/Rescue, Training, and Fire Prevention Divisions.

Notable Events. Chief Cerasoli reported that the department met with staff from the Steamboat Airport, Steamboat Police Department, and representatives from the Routt County Office of Emergency Management at the Steamboat Airport for an exercise simulating an airplane crash.

The Fire Department is working on a fuel reduction and forest health grant through the Colorado State Forest

Service to address areas on Emerald Mountain.

Chief Cerasoli reported that the department continues to work on the new Central Fire Station design and budget; this group meets a few times a week, regularly.

Chief Cerasoli reported that Routt County finalized a contractor to work on the Community Wildfire Protection Plan, with meetings starting in August with the steering committee to discuss goals and major benchmarks of the project.

Call Numbers. Chief Cerasoli reported that the call volume for August 2022 fell compared to August 2021 experiencing a 9.4% decrease over the last year. Comparing the past five years, calls for service in August 2022 showed an 3.8% increase compared to 2017.

Year-to-date calls for service for 2022 continue to see increases over last year, with an increase of 10% over 2021.

Calls for service to date in 2022 are 17.7% higher than 2017.

Additional calls being tracked are "current call" numbers. These are calls when the department received an additional call or two while still on the initial call. This type of situation results in the department responding to the concurrent calls with a reduced number of staff and typically staffing that is inadequate for the type of call. Compared to August of 2021 the calls have increased by 26%. Current calls to date in 2022 are 15.2% lower.

Fire Prevention. Chief Cerasoli reported that August 2022 fire prevention activity increased by 43% compared to August 2021, while revenue for the same period was up 12%. Year-to-date activity is up 14% from the same period in 2021 and revenue is down 3.6%.

Fire Department Training. Chief Cerasoli reported that the department training in August included High Angle Rope Operations, Ground Ladders, and Hose Deployment.

Fire Chief Cerasoli reported that EMS training focused on

Spinal Cord Injuries, Pediatric CPR, Rapid Sequence Intubation, and Patient packaging.

Public Education Events. Chief Cerasoli reported that the department hosted one tour of the station with kindergartners involved in The City of Steamboat Springs Youth Program.

The Steamboat Springs Fire Rescue joined Alpine Bank and helped with the Community BBQ at the local High School. SSFR had Tower Truck 61 at the event for tours.

Status of Central Fire Station: Chief Cerasoli and Mr. Suiter reviewed with the Board the revised estimate of probable cost for the project which increased by \$999,592.00. In an effort to reduce costs, changes to design, engineering, and materials were made, including a reduction of the total amount of bays from four to three. The revised estimate totals \$17,278,613.00 for the project.

Milner Dry Hydrant Repairs: Chief Cerasoli reported that the District originally installed the Milner Dry Hydrant and has historically funded repairs. Ms. Tinney and Attorney Ross reminded the Board that while the original agreements were completed between property owners and the District, the use and maintenance of the hydrants is the responsibility of the City under the Intergovernmental Agreement between the City and the District.

FINANCIAL
MATTERS

Review and Consider Approval of August Claims: Ms. Ondracek reviewed with the Board the claims for the period ending September 19, 2022, totaling \$14,328.35.

Following review and discussion, upon motion duly made by Director Allen, seconded by Director Ihrig and, upon vote, unanimously carried, the Board ratified and approved the payment of claims for the period ending September 19, 2022, totaling \$14,328.35.

Review and Accept Cash Position Statement and unaudited Financial Statements: Ms. Ondracek reviewed with the Board the Cash Position Statement for the period ending September 19, 2022 and the unaudited Financial Statements for the period ending June 30, 2022.

Following review and discussion, upon motion duly made by Director Ihrig, seconded by Director Allen and, upon vote, unanimously carried, the Board accepted the Cash Position Statement for the period ending September 19, 2022 and the unaudited Financial Statements for the period ending June 30, 2022.

Discuss Authorized Signers on District Accounts: There was no update provided at the meeting.

LEGAL MATTERS

Attorneys' Report: Attorney Ross reviewed with the Board the August Attorneys' Report.

DIRECTOR ITEMS

President's Comments: There were no President's Comments as Director Gills was absent.

Communications Committee: The Board will establish a communications committee following the individual Board members conversations with Sean Walsh.

City-District Oversight Committee: Chief Cerasoli reported that Director Gills reached out to Routt County Search and Rescue to schedule a meeting to discuss future fire department needs of the apparatus bay currently utilized by Search and Rescue.

Ratify approval of Letter of Support for City of Steamboat Springs application for Department of Local Affairs Grant funding for new City Hall: Following discussion, upon motion duly made by Director Ihrig, seconded by Director Miller and, upon vote, unanimously carried, the Board ratified approval of the Letter of Support for the City of Steamboat Springs application for Department of Local Affairs Grant funding for the new City Hall.

COMMUNITY MATTERS

There are no Community Matters to come before the Board.

OTHER BUSINESS

There was no other business to come before the Board.

ADJOURNMENT

There being no further business to come before the Board,

