



Grand Lake Fire Protection District Board Meeting Minutes from April 8th, 2020 Remote Meeting

Call meeting to order: Meeting called to order at 1835 hours.

Members present: David Craig, Mindy Nelson, Chris Ruske, Dick Romshek, Hecky Heckendorf.

Others present: Chief Ratzmann, Krystal Steward, Melissa Ratzmann, Seth St. Germain, Diane Mahoney, Steph Wall, Colin Steward, Troy Nelson, Keith Everhart, Steve Kudron, Brian Faith, Kathryn Winn, Dan Mayer

Members Absent: None

Board Chairman's Opening Remarks:

- The meeting began with introductions of board members and those attending via phone or computer log in. Two parties in attendance chose to remain anonymous.

Changes to the Agenda:

- Item 11a: Review and Adoption of the Town of Grand Lake MOU is moved to the first item following public input.

Public Input:

- Steph Wall expresses her appreciation to the Board for moving forward with the times and hosting this meeting online. It is more convenient for her and others in the public to be able to attend in this manner. Chairman Craig hopes to make video conferencing available at future meetings.
- Steve Kudron introduces himself as the new Town Mayor and thanks the Fire District all we do to support and protect our community. He states that the first thing on his agenda as Mayor is to enhance communications with partnering organizations and the Town, including the Fire District, Recreation District, Chamber and others. Chairman Craig replies that to be successful all our partnering agencies need to be communicating effectively.

Approve minutes from previous months' meeting:

- The minutes from the March 11th, 2020 were reviewed. A motion was made by Dick Romshek to accept minutes as presented. Hecky Heckendorf seconded the motion, approved by all at 1842.

Change to Agenda: Grand Lake MOU Review:

- Chief Ratzmann informs the Board that the District is waiting to receive a revised MOU from the Town Manager and thus there is no document to review at this date. As the Town Mayor, Steve Kudron is invited to speak on the matter. He states the purpose of the MOU is to have an agreement in place to support the activities happening at a Town owned asset. The MOU provides legal protections for all parties involved. He states that earlier communications began with the members of the Town Board first looking at financials with more vigor before remembering to communicate that the use of the facility by the Fire District is still the desire of the Town Board.
- Chairman Craig added that the Fire Board is available for any questions that the Town may have while completing the MOU draft. Mayor Kudron remarked that the language in the MOU shall leave as much open as possible to allow for the Fire Department to continue their work unhindered. Mayor Kudron articulated his opinion that a \$1,000 usage fee is unnecessary.
- Kathryn Winn, legal council for Grand Lake Fire, reported that Chief Ratzmann and herself have worked together and made changes to the draft that the Town sent at an earlier date. She will send her draft to both the Fire Board and asks the Chief to send it to the Town so that there are not two version of the document being worked on at the same time.
- David Craig concluded that all parties seem to be on the same page and Grand Lake Fire plans to leave the building in better shape than how it was received, by donating the new kitchen supplies and appliances that were purchased. He is looking forward to receiving the new draft of the MOU.

Review/approve bills and financial statements:

- Chief Ratzmann gave an update on expenses related to COVID-19. Mr. Heckendorf expressed that he is impressed with the professionalism and communication of financials between the staff and the Board.
- March financials were presented, and a motion was made by Chris Ruske to accept financials as presented. Mindy Nelson seconded the motion, approved by all at **1856**.
- Adhering to social distancing, neither the outgoing nor incoming Treasurer was able to visit the station to review the accounts payable transactions before the board meeting. Krystal Steward is to provide Mr. Heckendorf and Mr. Ruske with March's accounts payable

Chief's Reports:

- The Chief's report was an update to the Board on the COVID-19 situation in our District as well as the operations of the testing facility at Grand Lake Center. The official total cases in Grand County is 4, but this number does not include those who reside in Grand County and have an out-of-county address on their driver's license. Chief also reported on PPE (personal protective equipment) usage and finance details. The District has decreased daily operating costs at the testing facility and has strategies in place for receiving grants and other cost reimbursements. By next week Chairman Craig would like to see an assessment of funds available from FEMA and other reimbursement sources.
- Because Grand Lake Fire and Chief Ratzmann had the foresight to begin preparations for this pandemic before other agencies, we accumulated necessary PPE before the shortage occurred. Grand Lake Fire is in communication with other emergency response organizations in the county and all groups are willing to share when needed.
- Currently there is no scheduled end date for the testing center. Mr. Heckendorf comments on the possibility of Grand Lake seeing a higher number of cases in summer since that is our peak season for visitors. Mr. Craig to report back to this group with any updates he hears from the Grand County and Colorado State tourism boards he sits on. Kitchen upgrades at the Grand Lake Center were done in collaboration with Keith Everhart and Crystal Myers but missed the opportunity to communicate with Rotary before purchasing. Steph Wall spoke for Rotary about the funds available and vision for the space. They have \$3,000 maximum to contribute and the freezer and fridge are within their vision. Chief communicates that we are beyond thankful for all the support Rotary provides to the community. Chief's goal is to submit the cost of these items to FEMA and hopefully not need to use the Rotary funds yet so they can ask for

matching funds from the Rotary District. Mr. Craig thanks Keith Everhart for his tireless commitment to our community.

Fire Marshal Report and Training Report:

- Dan Mayer gave an update on his Inspector class last month and that all other scheduled trainings and classes have been cancelled by their respective host organizations due to the uncertainty surrounding COVID-19. Mr. Mayer has been in communication with the Town Manager on short term rental inspections but did not want to start these inspections at the same time as the owners learned they could not rent their spaces for the foreseeable future.
- Training- See Report. Assistant Chief St. Germain gave an update of the status of training topics in the Department including Resident Firefighter 1 Class, Wildland, Fire, HazMat, EMS, and Specialty Rescue. Chairman Craig compliments St. Germain on his continued commitment to and quality of training.

Old Business:

- Additional COVID-19 Updates- The District has 3 ventilators available for use in the county. The District has implemented changes to employee orders requiring employees to stay in county as part of stay at home orders. After an ask to our community for housing options for our out of county employees, our community has stepped up and provided 6 homes available at no cost except a cleaning fee. This will keep employees and their families together, within the county, and safe.
- Election Update – Krystal Steward gave a quick update on the progress of the election process. All electors are urged to use an absentee ballot to limit the number of people gathering for the election on May 5th. She is currently gathering questions from the community to use for a Board candidate questionnaire that will be distributed to the community early next week. Precautions are being taken to ensure the safety of the election judges and those that come to vote in person.

New Business:

- MOU Discussion moved to after approval of minutes.

Executive Session:

- A motion was made by David Craig to go into Executive Session under Statutory Authority §24-6-402(4)(f), C.R.S. to discuss personnel matters relating to the Fire Chief. Seconded by Mindy Nelson. David Craig thanks the community for their support and engagement and the Board enters executive session at **1937**. The board returns from executive session at **2000**.

NEW Business after Executive Session:

- None

Adjournment:

- Mindy Nelson made the motion to adjourn the board meeting and Dick Romshek seconded. Approved by all. General meeting adjourned at **2002**.

The next Board of Directors regular meeting will be held on Wednesday May 13th, 2020.

Future Board meeting dates for 2020:

May 13th

June 10th

July 8th

August 12th

September 9th (Pension Board Meeting)

October 14th (Budget Workshop)

November 11th (Budget Presentation)

December 9th (Budget Ratification)