



Grand Lake Fire Protection District Board Meeting Minutes from May 13th, 2020 201 W Portal Road, Public Viewing by Video Conference

Call meeting to order: Meeting called to order at 1832 hours.

Members present: David Craig, Mindy Nelson, Peter Trezoglou, Dick Romshek, Hecky Heckendorf.

Others present: Chief Ratzmann, Krystal Steward, Melissa Ratzmann, Seth St. Germain, Dan Mayer, “JB”, Keith Everhart, Cindy Southway, Hayden Southway, Wes Morosco, John Murray, Chris Ruske

Members Absent: None

Board Chairman’s Opening Remarks:

- The meeting began with introductions of board members and those attending in person and via phone or computer log in.
- Chairman Craig then presented Chris Ruske with a letter of appreciation for his many years of service with the Fire District. Highlights from the letter include:
 - “You have spent a life devoted to ensuring the life and property safety of our citizens, and in many cases putting their priorities above your own. You have given tirelessly toward our town and its people, often when weather, time and other conditions were working against you. [...] Your father was instrumental in creating what is today the Grand Lake Fire Protection District. You have continued his commitment to neighbor and community proudly and the Ruske name will always be synonymous with emergency services excellence as associated with Grand Lake Fire. [...] Thank you for contributing quality of character that has unquestionably strengthened our organization and our community.”
- Chairman Craig asks for staff to reach out to candidates that did not get elected to make sure they know they are welcome to attend our meetings.
- Chairman Craig remarked on the optics of what wearing a mask means in our community and what being a pillar organization in the community means. Grand Lake Fire has an example to set and needs to be considerate of our electors that are struggling during this time with the decisions we make in this meeting.

Changes to the Agenda:

- None

Public Input:

- No Public Comment at this time but as an online format may be difficult for some, the board will continue to take public comment throughout the meeting.

Oaths of Office

- Conducting of the Oaths of Office. Peter Trezoglou first took his oath given by David Craig. Hecky Heckendorf's oath was given by David Craig. David Craig's oath was given by Mindy Nelson.
- Chairman Craig then gives a short history on the creation of the Code of Conduct and urges each board member to read and take the message to heart as they sign. The Board then signs the Code of Conduct.

Director Position Assignments

- The Board discusses the different board positions available and the history of who has recently held each position. The nominations of seats are as follows:
- Mindy Nelson nominates David Craig as Chairman of the Board. Hecky Heckendorf seconds the nomination. The board votes unanimously in favor.
- Dick Romshek nominates Mindy Nelson as Vice-Chair of the Board. David Craig seconds the nomination. The board votes unanimously in favor.
- Mindy Nelson nominates Dick Romshek as Secretary of the Board. David Craig seconds the nomination. The board votes unanimously in favor.
- Mindy Nelson nominates Hecky Heckendorf as Treasurer of the Board. David Craig seconds the nomination. The board votes unanimously in favor.
- Peter Trezoglou will hold the position of Board Member At-Large.

Approve minutes from previous months' meeting:

- The minutes from the April 8th, 2020 were reviewed. A motion was made by Dick Romshek to accept minutes as presented. Mindy Nelson seconded the motion, approved by all.

Review/approve bills and financial statements:

- Chairman Craig makes a comment for staff and board to monitor revenue discrepancies with EMS Transport and Community Paramedic. It was discussed how COVID-19 will impact the bottom line for the year. All parties agree to strive to keep within the approved annual budget.
- April financials were presented, and a motion was made by David Craig to accept financials as presented. Hecky Heckendorf seconded the motion, approved by all at **1905**.

Chief's Reports:

- Chief Ratzmann summarized COVID-19 expenses and related grant income. The end summary of COVID-19 expenses year-to-date are as follows:

○ Total Grant Income:	\$ 33,000.00
Minus	-
Total Payroll Expenses:	\$ 84,769.47
Total Non-Payroll Expenses:	\$ 80,651.43
Net Profit/Loss to Grand Lake Fire:	-\$ 132,420.90 – Which is less than the contingency budget of approx. \$152,000.
- Grand Lake Fire hopes to recoup 75% of expenses through grants and FEMA aid.
- Grand Lake Fire has testing for COVID-19 antibodies available here for our employees, volunteers, board, and their families. Grand County has live COVID-19 tests available for anyone who needs one.
- Chief Ratzmann gave an update on apparatus and equipment, thanked Krystal Steward for her work on successfully completing the election, and gave an update on the staff assignments to RMIMT Team Black.
- Congratulations to Sean Ratzmann and Ryan Growth for successfully completing their EMT Classes and to Brad Zweiner who passed his EMT exam.

Fire Marshal Report and Training Report:

- Assistant Chief St. Germain gave an update on the status of training and certifications. Congratulations to Ben Hochlater, Soli Algonizo, Brad Zweiner, Dan Mayer, Carlos Vasquez and Mike McConchie who completed Wildland RT 130-190 and are certified to be deployed to wildfires.

- Chairman Craig thanked Asst. Chief St. Germain for the incredible work he does with training.
- Dan Mayer updated the board on his training, short term rental inspections which were on hold through the COVID-19 crisis period, and comments that things seem to be starting to move forward.

Old Business:

- Chairman Craig continues the conversation on staying 6 ft apart during GLFPD Board meetings and keeping in person meetings to a maximum of 10 people. The board agrees to renew the Continuation of Local Emergency Disaster Declaration.
- The issue of EMS Transport License with the Board of County Commissioners (BoCC) was tabled during COVID-19 emergency. Chief asks for the fire board to ask for a vote from the BoCC. Discussion continues and Mr. Craig asks if we have satisfied all the county's action items, staff and board answers in the affirmative. Mr. Romshek agrees that this is an appropriate next step. Grand Lake Fire Board is to write a letter to the BoCC asking to revisit this topic, reiterating all the steps we have taken, and ask to be put on the docket. Chairman Craig notes to be prepared to hear that they are not yet able to make a decision due to their obligations to crisis response. Mindy Nelson agrees to draft the letter and have it out to the BoCC before our next meeting. Mindy asks for a copy of all the items the county has asked for in the past.

New Business:

- The agreement from Fiscal Focus Partners to complete the annual audit for Grand Lake Fire was presented to the board. This is the same company used last year, the audit will be completed on time this year, and the costs are comparable to last year. Dick Romshek moves to accept the contract from Fiscal Focus Partners as presented. Mindy Nelson seconds. Motion carries unanimously at **1940**.
- Chief Ratzmann presents a Scope of Services proposal from CU's College of Architecture and Planning for "Grand Lake Public Safety Facility" a joint construction effort with Town of Grand Lake and Grand Lake Fire. Mr. Craig states that he is caught off guard that staff has already begun this process. Chief Ratzmann clarifies that this leg work needs to be done ahead of time before the bond question can go on the ballot to be voted on. He stresses that this is a long term project and the bond issue would not go to vote until possibly 2021 or 2022. No funds have been spent on this project yet. DOLA is considering helping fund phases with Grand Lake Fire phase, Town Public Works phase, and a Marshal Service phase. Architectural plans contract with CU costs \$8,500.00 with a 60/40 split with DOLA. DOLA(\$3,400) GLFPD (\$5,100). The board is concerned on the optics related to commencing a project of this magnitude during this time when so many are struggling financially and out of work due to COVID-19. The Chief is to take the next 30 days to consider the proposal and forecast a plan for discussion at the next Board meeting. Mr. Heckendorf asks for more information on the feasibility of this project and is also concerned with the timing and the uncertainty of the future. When asked on the objectives of this project, Chief Ratzmann expands on the need for staff housing and space for apparatus parking and equipment storage. The board challenges Chief Ratzmann to think dynamically about the best possible alternative options to meeting those objectives.
- Additional New Business to come before the Board: Chief Ratzmann asks for permission to accept a deployment position to assist in running the COVID Center for the presidential visit to Mt. Rushmore for 2 weeks during the 4th of July period. Chief Ratzmann assures the board GLFPD will be appropriately staffed during his potential absence. The board agrees that this is a great opportunity both for the Chief and the staff. The board grants permission for Chief Ratzmann to leave for the two-week period and asks for the District PIO to write a press release celebrating the opportunity and reassuring the public that they are in good hands. There is more discussion on if the Chief will take an ambulance with him on this deployment.

Executive Session:

- None

NEW Business after Executive Session:

- None

Adjournment:

- Mindy Nelson made the motion to adjourn the board meeting and Hecky Heckendorf seconded. Approved by all. General meeting adjourned at **2008**.

The next Board of Directors regular meeting will be held on Wednesday June 10th, 2020.

Future Board meeting dates for 2020:

June 10th

July 8th

August 12th

September 9th (Pension Board Meeting)

October 14th (Budget Workshop)

November 11th (Budget Presentation)

December 9th (Budget Ratification)