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**RECORD OF PROCEEDINGS  
Fairmount Fire Protection District  
Board of Directors Regular Meeting  
November 8, 2023**

President Robert Wilson II called to order the Regular Business Meeting of the Fairmount Fire Protection District Board of Directors on Wednesday, November 8, 2023, at 4:00 P.M.

**MOMENT OF SILENCE:**

A moment of silence was observed for all fallen firefighters and police officers.

**ROLL CALL:**

Board Members:

Robert Wilson II, President

Tom Young, Vice President

Holly Neumann, Secretary

Nate Farley, Treasurer

Craig Corbin, Director

Also present were Acting Chief Snyder, Arvada Acting Chief Lock, Human Resources Amber Oeltjenbruns, and Attorney for the District, Kelley Duke (virtually attended).

Fairmount District personnel: Division Chief Lugenbill, Lt. Macy, Lt. Carson, Battalion Chief Bassett, Lt. Piwko (virtually), FF Thomas-Anaya, FF Dooley, FF Varney, Lt. Kriegbaum, Eng. Payne, and volunteer Damien Difeo

**GUESTS PRESENT:**

Arvada Fire Protection District personnel Nicole Stewart

**APPROVAL OF THE AGENDA:**

The Board reviewed the agenda for the November 8, 2023, Regular Board Meeting.

On a motion by Secretary Neumann with a second by Vice President Young, the Board voted to approve the agenda for the November 8, 2023, Regular Board Meeting.



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### **APPROVAL OF MINUTES:**

On a motion by Vice President Young with a second by Secretary Neumann, the Board approved the minutes from the October 11, 2023, Regular Board Meeting.

### **PUBLIC COMMENTS/GUEST SPEAKERS:**

President Wilson III announced that the November 8, 2023, meeting will be his last meeting.

### **CHIEF'S REPORT:**

(See Attached Chief's Report)

Chief Snyder reported on items included in the written report, highlighting information related to Finance, Fire and Life Safety, and Planning and support services.

The Chief called on Battalion Chiefs for an update on the line. BC Bassett stated everything is going well, a lot of training is happening in partnership with Arvada and line staff are excited for the future.

VP Young asked volunteer D. Difeo how the volunteer staff is tracking. Difeo gave a short statement about the uncertainty of volunteer program.

Lieutenant Carson commented that 3 more volunteers have been hired with Arvada in the past couple of months. For those that want to continue to volunteer in the future after the merge, there will be potential opportunities at neighboring districts.

Director Corbin asked for an update on the fire team, Chief Snyder reported 19 supplemental responders have been deployed to 73 incidents in the following states, Colorado, North Carolina, Florida, Arizona, Idaho, Wyoming, Montana, California, New Mexico, Oregon, and Washington. This year has been light compared to previous years.

Secretary Newmann inquired about the Community Wildfire Protection Plan draft. Chief Snyder updated that Chief Parker with Arvada, Chief Ipentenco and Battalion Chief Gold are putting a lot of work into it, it is still ongoing and hope to be concluded during first quarter 2024.

### **FINANCIAL REPORT:**

Ms. Stewart provided an overview of the October Financial statement indicating that FFPD revenue and expenditures are tracking as expected. Ms. Stewart also presented the proposed 2024 budget.

A public hearing will happen in December and the 2024 budget will be posted to the website. An adoption will be required in December.

### **TREASURER'S REPORT:**

(See attached Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual) The Board reviewed the Financial Statement.

On a motion by Vice President Young, with a second by Secretary Neumann, the Board unanimously voted to approve the Financial Statement ending October 31, 2023, as presented.

**SECRETARY'S REPORT:**

No report out

**OLD BUSINESS:**

President Wilson III discussed a salary adjustment and back pay needed for Chief Snyder who has been acting Fire Chief since August 25, 2023, when Chief Piper went out on leave. Secretary Neumann proposed bringing Chief Snyder's salary up to that of Chief Fletcher back dating to August 25, 2023.

On a motion by Secretary Neumann, with a second by Director Corbin, the Board unanimously voted to approve the back date increase for Chief Snyder effective August 25, 2023.

President Wilson and the board discussed the upcoming vacant board seat and the process to fill.

**NEW BUSINESS:**

Read out by Human Resource; Ms. Oeltjenbruns reported on the 2024 open enrollment meetings, 3.5% medical increase, change in life carrier which will reduce cost by approximately \$900 annually and volunteer products offered to staff. In addition, continued work on the policy manual with drafts of a diversity statement, military leave, and modified work duty ready for attorney review in the coming weeks.

**ATTORNEY'S REPORT:**

Attorney Duke discussed the work done to find the Golden IGA, they were able to find a complete version of the IGA and have completed an analysis of it. The IGA states a requirement of a 30 notice to modify or terminate the IGA. The original IGA went into effect 2012, and in 2019 Chief Fletcher and Golden Chief Welch entered into an amendment. However, Attorney Duke is still determining whether this is even in effect, she does not remember seeing it nor does the board. There is no board signature to be found. Chief Snyder discussed the need to review and follow-up regarding the ISO and accreditation needs to possibly modify if needed.

**NEW BUSINESS CONTINUED:**

It was brought to the attention of the board that meeting minutes and agendas are not up to date on the website. Chief Snyder informed that the agendas are posted each month, but that meeting minutes are not. The website is migrating and will be updated in the coming months.

In addition, Chief Snyder presented President Wilson III with a service plaque and speech for

his dedicated service from 2003 to 2023 as a valuable board member for Fairmount Fire Protection District.

**EXECUTIVE SESSION:**

A motion from Secretary Neumann with a second by Director Corbin was made at 5:15 P.M. to enter Executive Session pursuant to C.R.S. 24-6-402(b)(e) to provide legal advice regarding matters subject to negotiation and instruct negotiators on matters related to the IGA with Arvada Fire Protection District. The motion passed unanimously.

Attorney Duke stated for the record that the Executive Session constitutes attorney-client privileged information and will therefore not be recorded.

The Board came out of Executive Session at 5:47 P.M.

**ANNOUNCEMENTS:**

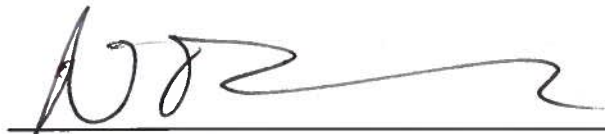
No announcements were made.

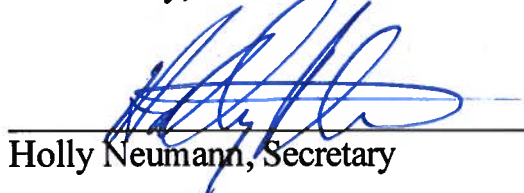
**ADJOURNMENT:**

The meeting adjourned at 5:52 p.m.

**APPROVAL:**

We attest that the foregoing minutes, which have been approved by the affirmative majority record of the meeting held on the date stated above.

  
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Nate Farley, Treasurer

  
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Holly Neumann, Secretary