

**RECORD OF PROCEEDINGS  
REGULAR MEETING OF THE  
SOUTHWEST ADAMS COUNTY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

The regular meeting of the Southwest Adams County Fire Protection District Board of Directors was held on January 20, 2011, at 3365 West 65<sup>th</sup> Avenue, Denver, Colorado. Board Members in attendance were: Greg Neal, Ken Ciancio, Randy Ferguson, Harold Lewis and Anthony Spano. Others in attendance were: Chief Ditolla, District legal counsel Michelle Ferguson and Emily Powell, Ken Kapelke, Jason Seitz, Earl McFarland, Tom Farber, Heath Sayers, Doug and Deania Stottlemyer, Dave and Megan DeSimone, and Kaye Lombardi.

**CALL TO ORDER** – President Neal called the meeting to order at 7:30 p.m.

**AGENDA ADDITIONS OR DELETIONS** – Legal Counsel Michelle Ferguson stated that a motion for an executive session was needed. Director Lewis moved to have an executive session. Director Spano seconded. Motion carried.

**ANNOUNCEMENTS/GUESTS** – Tom Farber, of T. Charles Wilson Insurance Service, asked for permission to make a presentation to the Board regarding the District’s insurance needs.

**CORRESPONDENCE** - None.

**MINUTES OF THE NOVEMBER 17 BOARD MEETING** – Director Spano moved to approve the November 17, 2010, Board meeting minutes as presented. Director Lewis seconded. The motion carried.

**BILLS** – The January bills were reviewed and discussed by the Board.

**FINANCIAL REPORT** – Director Spano moved to accept the November 2010 financial statement as presented. Director Ciancio seconded. The motion carried.

Director Lewis moved to approve the December 2010 financial statement as presented. Director Spano seconded. Motion carried.

**2011 MEETING SCHEDULE** – Director Ferguson moved to accept the 2011 meeting schedule. Director Ferguson seconded. Director Ciancio asked the Board to consider a 7:00 p.m. start time for the meetings, instead of 7:30 p.m.

Director Ciancio amended the motion to accept the 2011 meeting schedule with a time change of 7:00 p.m. instead of 7:30 p.m. Director Spano seconded. Motion carried.

The 2011 meeting schedule, as amended, will be sent to the County and posted as required.

**TOM FARBER – T. CHARLES WILSON INSURANCE** – Mr. Farber made a presentation to the Board of the services that T. Charles Wilson Insurance Service provides. He gave the Board members literature regarding the agency's services, and thanked them for the opportunity to make his presentation.

#### **AWARDS PRESENTATION –**

The Chief presented years of service pins to the wives of two firefighters, to show the District's appreciation of the support they give their husbands:

Megan DeSimone, the wife of Dave DeSimone, received a pin. Chief Ditolla noted that Mr. DeSimone began his work for the District as a reserve firefighter in 2004, and that he was hired as a Paramedic in 2007. Mr. and Mrs. DeSimone were married in September of 2010.

Deania Stottlemeyer, the wife of Doug Stottlemeyer, also received a pin. Chief Ditolla noted that Mr. Stottlemeyer has been employed by the District, first as a firefighter and then as a Captain, for thirteen years. Mr. and Mrs. Stottlemeyer were married in October of 2010.

Chief Ditolla reported that Tony Pedron has earned his five-year pin; Mr. Pedron was unable to attend the meeting.

Chief Ditolla noted that the pins were designed by Ken Kapelke, and that Ken does a great job for the District of tracking members' years of service and ordering awards as they are earned.

**EARL MCFARLAND – VFIS** – Earl McFarland, of Volunteer Fire Insurance Services, described to the Board the factors that contributed to the 2011 increase in the District's Workers Compensation premium.

Mr. McFarland stated that the District has the option to raise the deductible on its Workers Compensation policy, to reduce its premium, but noted that the District would need to account for the higher deductible in its budgeting. For example, the District could include in its 2012 budget a capital expense account to allocate funding for claims at the higher deductible. He also outlined steps the District could take to improve its safety record, including making sure all members understand the effects that claims have on salary increases, equipment purchases and other budget items.

Chief Ditolla has been in contact with the Special District Association to determine the Workers Compensation insurance rates that other agencies offer.

Chief Ditolla and the Board thanked Mr. McFarland for attending the meeting and providing information regarding the rate increase.

**AUTOMATIC AID AGREEMENT WITH THORNTON** – Director Spano moved to approve the Auto Aid Agreement between Thornton and SWAC. Director Ciancio seconded. Motion carried.

It was noted that District communications with City of Thornton personnel are expected to go smoothly, and that this cooperative agreement will be of value, especially to the crews of Station 14.

**FIRE CHIEF'S REPORT** – Chief Ditolla reported that T-Mobile is interested in installing a cell site, an enclosed 30-foot pole, on District property. If the installation is approved, the rent would provide revenue to the District. The Chief is reviewing the terms and requirements of this proposed installation.

The Chief summarized for the Board the bids received for the new District ambulance, noting that the committee had asked for eight bids but received only four. Three companies bid in the \$145,000 range; they may offer some discounts. The committee members propose to review the bids and make a recommendation for proceeding to the Board. The Board agreed with this proposed strategy for proceeding.

**ATTORNEYS' REPORT** – Ms. Ferguson introduced associate attorney Emily Powell to the Board. As Ms. Ferguson will be in California on vacation the date of the next Board meeting, she proposed to the Board that she attend the meeting by phone or that Ms. Powell attend the meeting in her place. The Board asked that Ms. Powell attend the Board meeting. Other than this introduction, Ms. Ferguson had nothing further to add to her written report.

**CITIZEN INPUT** – Ken Kapelke suggested that the District award pins to Board members as well as employees. He offered some ideas for a life safety award and for displaying awarded pins.

**EXECUTIVE SESSION** – Director Ferguson moved to go into executive session, to receive advice of legal counsel regarding a personnel matter pursuant to C.R.S. § 24-6-402(4)(b) and (f), at 8:33 p.m. Director Lewis seconded. Motion carried.

Director [REDACTED] moved to come out of executive session at [REDACTED] p.m. Director [REDACTED] seconded. Motion carried.

**ADJOURNMENT** – Director Neal moved to adjourn the meeting at [REDACTED]. Director [REDACTED] seconded. Motion carried.

---

Anthony Spano, Secretary

I hereby attest that the information communicated during the Executive Session, which was not recorded, constituted privileged attorney-client communications.

---

Michelle B. Ferguson, Esq.

I hereby attest that the Executive Session, which was not recorded, was confined to the topics authorized for discussion in Executive Session pursuant to C.R.S. § 24-6-402(4)(b) and (f).

---

Greg Neal, President