

**Minutes of the Regular Meeting of the Board of Directors of the  
Sunshine Fire Protection District  
May 11, 2021**

Call to Order

The meeting was held in person at Station 1.

The meeting was called to order at 7:40 PM and quorum was established. See Agenda below.

Attendance

Board Members Present: Alan Kirton, Cathy Shoenfeld, Dan Fischer, Dick Smith, Jean Gatzka

Board Members Absent:

Others Present: Chief Michael Schmitt, Deputy Chief Henry Ballard, Michael Johnson and Paul Hourihan

Transition of Service in Fire Marshall Position and Oath of Office

- Paul Hourihan and Michael Johnson took the office for Fire Marshall with Chief Schmitt.
- Discussion of transition plan and appreciation for Bruce Honeyman's service.

Approval of Minutes

The minutes from March and April were reviewed with no changes suggested. Motion to approve was seconded and carried. Gatzka abstained from April minutes vote.

Treasurer's Report

- Treasurer's report was reviewed.
- There was discussion regarding expenses for fuel break, equipment purchases particularly around shelters, engine repair, tire replacement, pump leak, payments for administrative items, etc.

**MOTION:** To approve April Treasurer's Report was seconded and carried unanimously.

Fire Chief's Report – Review of Attached Report

- Report of minor incident to truck during training exercise. Noted that it was useful to practice when there was inclement weather and less-than-ideal conditions.
- Discussion of Pension Plan – other departments that have utilized the plan are Gold Hill and Sugarloaf. State matching funds make this something useful to explore. It would take work to figure out how it works and if we want to implement it, legal obligations. It could be a benefit for volunteers and long-serving members. Chief feels strongly that it is an issue that should be explored. It may also be good to explore the range of programs or other potential benefits to all firefighters as a part of this exploration. **Dick Smith volunteered to make calls to Sugarloaf and Gold Hill to learn more and report back at the July meeting.**
- We have a few EMT's and EMR added to the group this year, above average number and skill of team.
- A recommended task for the new Fire Marshalls would be to explore decreasing / improving the insurance rating. New cisterns, partnerships, and other elements could figure in.
- There will be a delay in new truck about a month.

- Discussion of purchase of a chipper and hiring a seasonal employee to staff it. Explore the benefit and costs for a short time.

### Other Business

- Court documents have been submitted for including 6313 SCD into SFPD. 6313 SCD is owned by Michael and Hortenzia AbiEzzi. Michael is a SFPD Volunteer Firefighter.
  - CR 83 Community Fire Cistern update:
    - Received bids for the excavation work from Coal Creek Excavation, Left Hand Excavation and Harold's Excavation. There was a large spread in the bids. The lowest cost bid was submitted by Coal Creek Excavation. Coal Creek was awarded the contract based on their bid of \$20,948.
    - Currently talking to Armor Steel and Mountain Side Crane about providing the crane service to unload the tank from the trailer and put it into the excavated hole.
    - Working with fire dept. personnel to finalize the plumbing connections to the tank. These need to be finalized and then parts ordered/delivered before the delivery of the tank since the plumbing will be buried once the backfill work is completed.
    - Darco is still holding to the June 17<sup>th</sup> delivery date for the tank.
    - The tank will need an escort up Sunshine Canyon to help manage traffic since traffic going in both directions will need to be stopped as the trailer negotiates turns. The plan is to use SFPD engines to provide the escort. Michael volunteered 2 trucks to help.
2. Colorado State Forest Service inspected and certified the mitigation work at 3701 Sunshine Canyon. Alan Kirton will start putting together the project closeout package so the district can be reimbursed. Total project cost was \$45,888 and grant reimbursement will be \$22,944.
  3. A Volunteer Fire Assistance (VFA) Grant application was submitted on April 29<sup>th</sup>. The grant was for outfitting the new Type 1 engine and fire shelters. The items for outfitting the new engine included (1) mobile radio, (3) handheld radios, misc. radio accessories, 600' of 1.75" hose and 1000' of 4" hose. It also included (1) large fire shelter and (3) medium fire shelters for new firefighters that have recently joined the fire dept. The total project amount was \$19,282 with an award amount of \$9,641. The award notification date is between June 14<sup>th</sup> and June 18<sup>th</sup>. Purchase period ends August 31, 2021 and Reimbursement Request Deadline is September 30, 2021.
  4. Alan Kirton is currently working on a Forest Restoration and Wildfire Risk Mitigation (FRWRM) Grant for a project to provide fuels reduction along Sunshine Canyon Drive from 3369 to 3701 and along a mining road at approximately 5570 Sunshine Canyon Dr. Both of these areas were outlined in the 2021 CWPP Planning Meeting. There is a total of 29.9 acres and the estimated price is \$2700/acre. The total project cost is \$82,430. FRWRM provides a matching grant so the cost to SFPD will be \$41,215 if the grant is awarded. The pre-award date is 7/17/2021 and final award date is 8/16/2021. Once awarded we will have four years to complete the project.
  5. We are still working with Rosenbauer to complete the specifications for the new engine. Two outstanding items are the cabinet configuration and approval of the console design. We are

reaching a point where not having this information finalized will affect delivery and possibly result in change order fees. Chief Schmitt showed an image of the proposed logos on a rendering of the new engine.

6. Station group followed up to fix broken windows.
7. Alan Kirton is working with contractor to provide a quote to seal gaps in station doors.
8. Discussion of the successful pack test on Saturday.

Adjourned at 8:49 PM

**Attest:**



---

Jean Gatza, Board Secretary

## **Board Meeting May 11<sup>th</sup>, 2021, 7:30 PM**

Virtual Meeting – Zoom Call

<https://zoom.us/j/98057183172?pwd=RWdVRndaS0c4NzFWdFA1ZHF2ZW9CUT09>

Meeting ID: 980 5718 3172

Passcode: 682922

Or Call In

312-626-6799 or 346-248-7799

**Or In Person?**

### **Agenda**

**Review/Approve Minutes (need to review both March and April minutes)**

**Review/Approve Treasurer's Report**

**Review Chief's Report**

#### **Other Business**

1. Court documents have been submitted for including 6313 SCD into SFPD. 6313 SCD is owned by Michael and Hortenzia AbiEzzi. Michael is a SFPD Volunteer Firefighter.
2. CR 83 Community Fire Cistern update:
  - Received bids for the excavation work from Coal Creek Excavation, Left Hand Excavation and Harold's Excavation. There was a large spread in the bids. The lowest cost bid was submitted by Coal Creek Excavation. Coal Creek was awarded the contract based on their bid of \$20,948.
  - Currently talking to Armor Steel and Mountain Side Crane about providing the crane service to unload the tank from the trailer and put it into the excavated hole.
  - Working with fire dept. personnel to finalize the plumbing connections to the tank. These need to be finalized and then parts ordered/delivered before the delivery of the tank since the plumbing will be buried once the backfill work is completed.
  - Darco is still holding to the June 17<sup>th</sup> delivery date for the tank.
  - The tank will need an escort up Sunshine Canyon to help manage traffic since traffic going in both directions will need to be stopped as the trailer negotiates turns. The plan is to use SFPD engines to provide the escort.
3. Colorado State Forest Service inspected and certified the mitigation work at 3701 Sunshine Canyon. Alan Kirton will start putting together the project closeout package so the district can be reimbursed. Total project cost was \$45,888 and grant reimbursement will be \$22,944.
4. A Volunteer Fire Assistance (VFA) Grant application was submitted on April 29<sup>th</sup>. The grant was for outfitting the new Type 1 engine and fire shelters. The items for outfitting the new engine included (1) mobile radio, (3) handheld radios, misc. radio accessories, 600' of 1.75" hose and 1000' of 4" hose. It also included (1) large fire shelter and (3) medium fire shelters for new firefighters that have recently joined the fire dept. The total project amount was \$19,282 with an award amount of \$9,641. The award notification date is between June 14<sup>th</sup> and June 18<sup>th</sup>. Purchase period ends August 31, 2021 and Reimbursement Request Deadline is September 30, 2021.
5. Alan Kirton is currently working on a Forest Restoration and Wildfire Risk Mitigation (FRWRM) Grant for a project to provide fuels reduction along Sunshine Canyon Drive from 3369 to 3701 and along a mining road at approximately 5570 Sunshine Canyon Dr. Both of these areas were outlined in the 2021 CWPP Planning

Meeting. There is a total of 29.9 acres and the estimated price is \$2700/acre. The total project cost is \$82,430. FRWRM provides a matching grant so the cost to SFPD will be \$41,215 if the grant is awarded. The pre-award date is 7/17/2021 and final award date is 8/16/2021. Once awarded we will have four years to complete the project.

6. We are still working with Rosenbauer to complete the specifications for the new engine. Two outstanding items are the cabinet configuration and approval of the console design. We are reaching a point where not having this information finalized will affect delivery and possibly result in change order fees.



Sunshine Fire Protection District  
311 County Rd 83  
Boulder, CO 80302  
[www.sunshine-fpd.org](http://www.sunshine-fpd.org)

---

### Chief Report, Board Meeting 04/13/2021

1. Deputy Fire Marshals. Board to discuss Fire Marshal questions with Michael Johnson and Paul Hourihan. Once completed a brief oath will be taken by both.
2. A minor incident with property damage to 4502 has occurred during a training exercise. A review conversation with people involved was done to assess any steps necessary and it was concluded that the only contributing factor may have been precipitation and that future drivers are encouraged to call off an exercise if conditions are not ideal for a practice.
3. Pension Plan. Following up on pension plan email from last week. I would like to see an effort be made to provide a pension plan to firefighters which has been a common benefit in the area.
4. Multiple EMT's and one EMR are added this year to the group this year, as well as 2 certified structure firefighters. Sunshine can report an above average number of firefighters for volunteer departments have the highest qualification for both structure and medical calls with a total of 9 structure certified firefighters (10 later this year) and 9 EMT's (10 later this year).
5. New Truck: Last we heard the truck has a current delay of about a month.

## Calls

Incident	Units	Problem	Response Date
<a href="#">BCFD210413-004213</a>		FICONR- Controlled Burn	4/13/2021 17:24

<a href="#"><u>BCFD210413-004217</u></a>	3124, 3151, 3155, 3161, 4532, 4561, 4566, 4601, 4602, 4632, 4661, 4662, 6531, BCFDO1, BES1, FM1, SS2	FIWILR-Wildland/Grass Fire	4/13/2021 17:56
<a href="#"><u>BCFD210415-004296</u></a>		MAACCR-Major/Pinned Accident	4/15/2021 23:00
<a href="#"><u>BCFD210416-004309</u></a>		FICONR-Controlled Burn	4/16/2021 7:32
<a href="#"><u>BCFD210416-004316</u></a>		FICONR-Controlled Burn	4/16/2021 8:23
<a href="#"><u>BCFD210417-004352</u></a>		FIINFR-Fire Information	4/17/2021 0:48
<a href="#"><u>BCFD210417-004362</u></a>		FICONR-Controlled Burn	4/17/2021 8:14
<a href="#"><u>BCFD210418-004403</u></a>		FICONR-Controlled Burn	4/18/2021 8:31
<a href="#"><u>BCFD210418-004421</u></a>	4561, 4566, 4602, 4662, A2, AMRD, FM2, SS3	INACCR-Injury or Rollover	4/18/2021 13:31
<a href="#"><u>BCFD210420-004487</u></a>		FICONR-Controlled Burn	4/20/2021 7:20
<a href="#"><u>BCFD210423-004665</u></a>	4602, 4661, 4662, FM2, SS1	FIALRSR-Residential Fire Alarm	4/23/2021 21:29
<a href="#"><u>BCFD210425-004774</u></a>	4566, 4661, 4662, A22, AMRB, BES3, FM2, GH1, SS1	INACCR-Injury or Rollover	4/25/2021 22:49
<a href="#"><u>BCFD210429-004918</u></a>		FICONR-Controlled Burn	4/29/2021 15:37