



**KENSINGTON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES**

DATE/TIME: November 29, 2022, 2:00PM

LOCATION: Zoom Teleconference

PRESENT: Directors: President Larry Nagel, Director Janice Kosel, Director Julie Stein
Staff: GM Bill Hansell

ABSENT: Director Don Dommer

1. CALL TO ORDER/ROLL CALL:

President Nagel called the meeting to order at 2:02 p.m. and confirmed the roll call, with Director Dommer absent.

2. ADOPTION OF RESOLUTION 2022-23 RE-AUTHORIZING REMOTE MEETINGS

MOTION: M/s Kosel/Stein: Motion to adopt Resolution 2022-23 re-authorizing remote meetings.	
VOTE: Ayes: Nagel, Kosel, and Stein Nays: None Absent: Dommer	
Motion passed 3-0-1	Video Time Stamped: 00:01:50

3. PUBLIC COMMENT:

There was no public comment at this time.

4. ENUMERATION OF TASKS THAT NEED TO BE PERFORMED IN PREPARATION OF THE EXPIRATION OF GENERAL MANAGER BILL HANSELL'S EMPLOYMENT CONTRACT ON DECEMBER 31, 2022 (0:03:08):

GM Bill Hansell presented this item as included in the packet and described the transition process that occurred in 2020 as he became General Manager. He noted that a consulting services agreement begins in January to facilitate any time needed for transition and the public safety building. He described the activity on the project noting that the contract with Mack5 is helpful though there are still several tasks to manage. He reviewed the transition task list, noting the status of items that are in progress such as leases, temporary station, procedures, files, and audit. Director Kosel would like to add investment of reserve funds and district of distinction status. Director Stein needs a specific priority list with December due date, designate Board member (Nagel) with passwords and noted the prior transition process. GM Hansell discussed the payment process noting many payments being automated along with the transmittal which is approved by the BOD each month.

Public comment was received: to consider a consultant for period of time; suggested extending GM Hansell's contract; and suggested hiring a financial or administrative consultant.

5. INTERIM-GENERAL MANAGER RECRUITMENT & GENERAL MANAGER SEARCH

President Nagel introduced Brent Ives of BHI Management Consulting. Mr. Ives presented this item as included in the packet noting the immediate need to locate an interim general manager and reviewed his proposal. He estimated that it may take 4-5 weeks to sign a contract with an

interim and described the process for securing an interim versus a permanent general manager given the current job market. His proposal breaks this work out into two phases; therefore, allowing the new Board to approach Phase II with his firm or another that provides this type of service. He inquired about the Board's expectations. Director Kosel inquired about the proposal cost. President Nagel clarified that he believes the best approach would be to authorize Phase I and let the future Board determine work on Phase II.

MOTION: M/s Nagel/Kosel: Motion to direct the General Manager to negotiate a contract with Brent Ives/BHI Management Consulting for \$9,750 to perform the search for an Interim General Manager (Phase I).
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VOTE:

Ayes: Nagel, Kosel, and Stein

Nays: None

Absent: None

Motion passed 3-0-1

Video Time Stamped: 00:58:10

Public comments were received clarifying the current GM's contract along with the possibility of an extension and noting the potential impact of a future consolidation of KFPD and KPPCSD.

President Nagel appointed the Ad Hoc Committee for the search of an Interim General Manager with BHI Consulting as Director Stein and President Nagel.

6. ADJOURNMENT: President Nagel adjourned the meeting at 3:26 p.m.

The next Regular Board of Directors meeting will occur on December 14, 2022 at 7 p.m.

MINUTES PREPARED BY: Mary Morris-Mayorga

These minutes were approved at the Regular Board Meeting of the Kensington Fire Protection District on May 17, 2023.

Attest:

Secretary of the Board