

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
JANUARY 18, 2000

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, the 18th day of January, 2000, at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:
John A. McKenry, III, Chairman
Norm Kirsch
Richard Kunter
Jack Kintner
Marvin Miller

Also In Attendance Were:
Deborah D. McCoy and Kammy K. Tinney; Special District Management Services, Inc.

Richard Scheurer, Esq.

Ed Daniels, Chief, Josh Smith, Jacob Sliemers and Nate Marshall; Foothills Fire and Rescue

Joanna Braun; Foothills Fire and Rescue Support Auxiliary

Doug Taylor and Ron Potter

Joan Schwarz; Foothills Wildfire Preparedness Committee

ADMINISTRATIVE
MATTERS

Minutes: The Board reviewed the minutes of the December 21, 1999 regular meeting. Following discussion, Director Miller moved to approve the minutes as presented, Director Kirsch seconded the motion and, upon vote, the motion unanimously carried.

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Resolution No. 00-1 regarding 24-hour posting place: The Board next considered Resolution 00-1 designating the place at which notice will be posted at least 24 hours prior to each meeting. Following review, Director Kintner moved to adopt Resolution 00-1 as presented, Director Miller seconded the motion and, upon vote, the motion unanimously passed. A copy of Resolution 00-1 as adopted is attached to these Minutes and incorporated herein by this reference.

Insurance proposals: Accident and Sickness policy. The Board reviewed the quotes provided by ESIP for benefit amounts of \$50,000 and \$100,000, for accident and sickness coverage. The District currently carries a \$50,000 policy with a lower benefit amount and shorter benefit period, as compared to the quotes from ESIP.

Following discussion, upon motion duly made by Director Miller, seconded by Director Kintner and, upon vote, unanimously carried, the Board determined to obtain coverage with ESIP.

FINANCIAL
MATTERS

Disbursements: The Board considered approval of the payment of claims through the period ending January 18, 2000, totaling \$33,492.15, for operations. Following review and discussion, Director Miller moved to approve payment of the claims through January 18, 2000, as presented, Director Kunter seconded the motion and, upon vote, the motion unanimously carried.

Financial Statements: The Board next reviewed the unaudited financial statements of the District setting forth the cash deposits, investments, budget analysis, and accounts payable vouchers for the period ending December 31, 1999, a copy of which report is incorporated herein and made a part hereof by this reference. Following review, upon motion duly made by Director Kunter, seconded by Director Kintner and, upon vote, unanimously carried, the unaudited financial statements were accepted as presented.

1999 Budget Amendment Hearing: The Chairman opened the public hearing to consider the

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Resolution to Amend the 1999 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 1999 Budget and the time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

Following review and discussion, Director Kunter moved to adopt the Resolution to Amend the 1999 Budget, Director Miller seconded the motion and, upon vote, the motion unanimously carried. A copy of the adopted Resolution is attached to these minutes and made a part hereof by this reference.

LEGAL MATTERS

Water supply policy: Director Kintner reported that he has not received any feedback in regards to the preliminary draft distributed at the December Board meeting. Director Kintner would like a copy of the final draft forwarded to the Idledale Water and Sanitation District, the Forest Hills Metropolitan District and the Lookout Mountain Water District for their review and input.

Chief Daniels reported that in discussions with Jeff Reynolds of the Lookout Mountain Water District ("LMWD") that LMWD will not allow use of fire hydrants, for any reason, without prior written approval. Also, Mr. Reynolds advised Chief Daniels that a copy of the LMWD's Rules and Regulations would be forthcoming and that the LMWD is considering the installation of a water meter at the Lookout Station and would be billing accordingly. The request for written advance notice and approval for use of the hydrants could cause problems in both training and response. The Board recommended that a letter be sent to the Lookout Mountain Water District requesting the authority to utilize the hydrants for fire suppression, until a formal Intergovernmental Agreement between the Foothills Fire Protection District and Lookout Mountain Water District can be reached.

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Following discussion, upon motion duly made by Director Kunter, seconded by Director Miller and, upon vote, unanimously carried, the Board directed Attorney Scheurer to prepare a letter to the Lookout Mountain Water District requesting written authority to use the hydrants in all emergency situations, until an Intergovernmental Agreement is reached.

Status of policies and procedures committee: Attorney Scheurer reported that the committee met again and made some revisions to the Member Handbook. The revised copy has been distributed and the committee is waiting for comments. The committee plans to have the final document to membership by the February 3, 2000 Department meeting. It was suggested that a section regarding insurance benefits be included in the Member Handbook. The committee would like the Board to consider approval of the handbook at the May 2000 meeting of the Board.

Cost sharing with other jurisdictions: Attorney Scheurer reported that a meeting is scheduled for January 20, 2000, at 1:30 p.m., with representatives of the Jefferson County Emergency Planning office. Attorney Scheurer and Chief Daniels will be attending the meeting and will report to the Board at the next regular meeting.

Emergency response to Denver mountain parks: Chief Daniels reported that he has not yet met with Chief Gonzales of the Denver Fire Department, but will continue to pursue a meeting.

Status of statutory claim for damages to water mains: Attorney Scheurer mailed a request for payment to Continental Western Group on January 14, 2000. Attorney Scheurer has since received a copy of the engineer's report as a confidential communication to Attorney Scheurer. The report was not discussed at the meeting.

Approval of Indemnification and Hold Harmless Agreement: The Board next considered approval of an Indemnification and Hold Harmless Agreement between Foothills Fire Protection District and Lookout Mountain Water District with regard to ice

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rescue training for the Department.

Following discussion, upon motion duly made by Director Miller, seconded by Director Kirsch and, upon vote, unanimously carried, the Board authorized execution of the President's signature to the agreement upon receipt of the final copy.

Jefferson County 800 MHZ Dispatch System: Chief Daniels reported that the County is moving all of its dispatching channels to 800 MHZ and will no longer be using the low band radio system. The County is recommending that an Intergovernmental Agreement be reached to maintain the low band system with those departments that will continue to use it and also that an authority be established to manage the administration of a low band system.

Following discussion, the Board authorized Attorney Scheurer to proceed with preparing an Intergovernmental Agreement. Also, the Board would like the Department to look for grant funding to obtain the 800 MHZ dispatch system.

Rainbow Hills Cistern: Director Miller reported that the Rainbow Hills cistern is leaking and losing water. Director Miller will investigate further with Mr. Tomford and attempt to make necessary repairs. Director Miller requested authorization to obtain bids for repair in the event they are unable to do the repairs themselves.

Following discussion, upon motion duly made by Director Kintner, seconded by Director Kunter and, upon vote, unanimously carried, the Board authorized Director Miller to obtain bids for repair to the Rainbow Hills cistern, if necessary.

DEPARTMENT
ISSUES:

Chief's Report: Chief Daniels provided a verbal report.

Status of purchase of new vehicles. Chief Daniels reported that the two trucks are on order. Delivery of the trucks is now expected in late March 2000.

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Status of safety review and plan. Director Miller reported that the safety committee meeting is to be scheduled within the next two weeks.

Copier lease proposal. Discussion was deferred.

Part-time administrative personnel. Chief Daniels reported that Jacob Sliemers has filled the part-time position.

Loss of Albert E. Anderson. Chief Daniels asked that the group present recognize the passing of Mr. Anderson. A copy of his comments at Mr. Anderson's service was distributed to the Board.

The Board directed District staff to prepare a letter of appreciation to Julie Madsen for her efforts regarding services for Mr. Anderson.

Officer's meeting. Chief Daniels distributed the agenda for the Department's officer's meeting scheduled for Saturday, January 22, 2000, and invited the Board to attend.

Grapevine Station. The Department has not vacated the Grapevine Station, however, they are still working on relocating the items housed there.

Sale of truck #556. Chief Daniels requested authorization to accept bids, beginning at \$1,000, for the sale of truck #556.

Following discussion, upon motion duly made by Director Miller, seconded by Director Kirsch and, upon vote, unanimously carried, the Board authorized Chief Daniels to put the truck out to bid, starting at \$1,000.

I-70 incident group. Chief Daniels reported that the incident group continues to meet with our participation.

Hogback Park-n-Ride. Chief Daniels distributed copies of the Hogback Park-n-Ride Environmental Assessment Update. There may be major changes to State Highway 26, U.S. Highway 40 and Interstate

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70, in the coming months to improve access to the Hogback Park-n-Ride facilities. Chief Daniels wants the chance to review any plans before they are finalized.

Fire Marshal's report. Mr. Tomford was unable to attend the meeting due to a scheduling conflict, but did provide a written report to the Board.

Nate Marshall reported on investigation into an arson fire involving a Jeep Cherokee, January 9, 2000, on Highway 40. The Colorado Bureau of Investigation is working with the Department on this matter.

Purchase orders: Following discussion, upon motion duly made by Director Kintner, seconded by Director Kunter and, upon vote unanimously carried, the Board authorized the expenditure of the following amounts:

\$ 550.00	fire extinguishers
\$ 550.00	accommodations
\$1,485.00	vehicle stabilizers
\$ 989.10	rescue equipment

Jefferson County Fire Forum: Joan Schwarz with the Foothills Wildfire Preparedness Committee made a presentation to the Board regarding the 2000 Jefferson County Fire Forum and requested a \$100 contribution from the District.

Following discussion, upon motion duly made by Director Kirsch, seconded by Director Miller and, upon vote, unanimously carried, the Board authorized the donation of \$100 to the 2000 Jefferson County Fire Forum.

Long-Range Planning Committee: Ms. Braun distributed recommendations to be added to the long-range plan of the Department.

Following discussion, upon motion duly made by Director Kirsch, seconded by Director Kunter and, upon vote, unanimously carried, the Board accepted the recommended addendums to the long-range plan of the Department.

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Chief Daniels thanked Ms. Braun for the work done by the committee. A new committee will be formed for 2000.

Report from Support Auxiliary: Ms. Braun expressed her appreciation for being included in the services for Mr. Anderson.

The auxiliary was able to provide food for the volunteers throughout New Year's Eve and New Year's Day.

The treasurer for the auxiliary has resigned and no financial report was available. The check book for the auxiliary is missing at this time and Ms. Braun is working to track it down.

The next order of business for Ms. Braun is finding a volunteer to help in the preparation of the 501C-3 tax forms for the auxiliary.

OTHER
BUSINESS:

Personnel matters: Doug Taylor addressed the Board with a request for an investigation into the handling of his suspension from the Department and the events occurring after that suspension. This issue does not involve disciplinary action or personnel issues.

Following discussion, upon motion duly made by Director Kunter, seconded by Director Miller and, upon vote, unanimously carried, the Board authorized Director Miller to hire an independent investigator to review the situation and report back to the Board, so that the Board may deliberate and establish policy based on the facts.

ADJOURNMENT

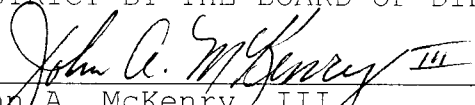
There being no further business to come before the Board at this time, upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

Respectfully submitted,

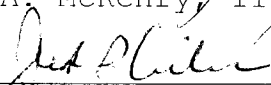
By *Arthur S. McCoy*
Secretary for the Meeting

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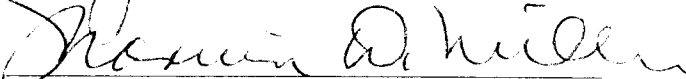
THESE MINUTES APPROVED AS THE OFFICIAL JANUARY 18,
2000 MINUTES OF THE FOOTHILLS FIRE PROTECTION
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:




John A. McKenry, III




Jack Kintner



Marvin Miller



Norm Kirsch



Richard Kunter