

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
MARCH 21, 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 21st day of March, 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
Jack Kintner
Marvin Miller

Upon motion duly made, seconded and, upon vote, unanimously carried the absence of Richard Kunter was excused.

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

Richard Scheurer, Esq.

Ed Daniels, Chief, Nate Marshall, John Findling, Rick Hughes and Jim Shea; Foothills Fire and Rescue

Joanna Braun; Support Auxiliary

ADMINISTRATIVE
MATTERS

Minutes: The Board reviewed the minutes of the February 15, 2000 regular meeting. Following discussion, Director Miller moved to approve the minutes as presented, Director Kintner seconded the motion and, upon vote, the motion unanimously carried.

FINANCIAL
MATTERS

Disbursements: The Board considered approval of the payment of claims through the period ending

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March 21, 2000, totaling \$20,393.79, for operations. Following review and discussion, Director Kintner moved to approve payment of the claims through March 21, 2000, as presented, Director Miller 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 periods ending December 31, 1999 (revised), January 31, 2000 and February 29, 2000, copies of which reports are incorporated herein and made a part hereof by this reference. Following review, upon motion duly made by Director Miller, seconded by Director Kintner and, upon vote, unanimously carried, the unaudited financial statements were accepted as presented.

LEGAL MATTERS

Committee report regarding water supply policy: Director Kintner reported that the committee met with the Lookout Mountain Water and Sanitation District and they basically agreed with the policy, as drafted. They asked that water use be metered, they agreed that a Firefighter I rating would be adequate to qualify to operate the hydrants and they would be glad to participate in training related to the use of the hydrants on their water system. They will resume billing the District on a bi-monthly basis at the rate of \$54.00.

It was noted that no action will be taken on adoption of the policy until Idledale Water and Sanitation District and Forest Hills Metropolitan District have the opportunity to meet with the committee. A revised draft policy was distributed.

Cost sharing with other jurisdictions: Attorney Scheurer reported that the matter is on the agenda for the next meeting of the Fire Council.

Emergency response to Denver mountain parks: Chief Daniels reported that he met with Chief Gonzales of the Denver Fire Department. A Division Chief

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was assigned to tour the areas in question with Chief Daniels, beginning on March 30, to begin defining what operational procedures should be covered by the District. A cooperative agreement will be drafted following the review.

Status of statutory claim for damages to water mains: Director Kintner reported that "LMWSD" has not been able to get their insurance company to move on this. Attorney Scheurer reported on a copy of correspondence received from Lael S. DeMuth, attorney for "LMWSD", written to R.J. McDaniel of Continental Western. No actions have been filed as yet.

Jefferson County low band dispatch IGA: Attorney Scheurer reported that draft IGAs for either the formation of an authority or for administration by Jefferson County of the low band dispatch have been circulated. A meeting is scheduled with the involved parties. He will provide a report on the progress at the next meeting.

DEPARTMENT
ISSUES:

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

Status of purchase of new vehicles. Mr. Shea reported that the attack truck will be delivered in mid-May. The tanker is scheduled for delivery in mid-July. Mr. Shea reported that the invoice for the attack truck chassis will be forthcoming. He also noted that when the new trucks arrive, they will need garage space so some additional old trucks will need to be sold.

Status of safety review and plan. The Chief is taking the actions recommended in the committee's report.

Sale of truck #558. The truck was sold to the highest bidder, Mrs. Scheurer, for \$4,300.

Personnel files. The Chief requested that the personnel files be relocated to the District administrative office to maintain confidentiality.

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District boundaries. The Chief noted that there is a "no mans" land up to Clear Creek County. He informed the Board that he will coordinate response to this area with Jefferson County. Director Miller believes that this area should be considered for inclusion into the District.

Other matters. Attorney Scheurer reported that the observatory (1.4 acres, McEncroe) is in the District.

Spring Ranch response. A letter of thanks regarding the response to the Spring Ranch wildfire was received.

Ice rescue class. The class was organized by Stacy Dorian and was very worthwhile.

Personnel issues. Director Miller reported that Mr. Nation, the arbitrator, has been working with Mr. Taylor. Director Miller requested that Mr. Nation contact Mr. Taylor one more time and if nothing comes of the discussion, the District will not pursue the matter further. The final report from the arbitrator will be distributed when it is received.

Grapevine station. All of the District's property has been removed from the old site. Some of the old bunker gear was donated to the Rico Fire Department. The Strausberg Fire Department made an offer of \$2,000 for the old 4" hose. Following discussion, upon motion duly made by Director Miller, seconded by Director Kirsch and, upon vote, unanimously carried, the Board authorized the sale of the 4" hose to Strausberg for \$2,000.

Fire Marshal's report. The Board reviewed Mr. Tomford's written report.

Rainbow Hills Cistern: Director Miller reported that the temporary fix may be a permanent fix. Mr. Tomford filled the cistern to capacity and the water level has not dropped since that time. Director Miller and Mr. Tomford will continue to monitor the water level.

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Purchase orders: Following review and discussion, upon motion duly made by Director Kirsch, seconded by Director Miller and, upon vote, unanimously carried the following purchase requisitions were approved for the amounts noted:

Personal protective equipment	\$4,552.00
Communication equipment	\$3,000.00
Vent saws	\$4,140.00
HazMat	\$ 353.10

Physical examinations budget request: Director Kirsch noted that those members who have private insurance could go to their own doctor and be reimbursed by the District for the co-pay amount. The District would provide a form for the physician to complete.

Following discussion, upon motion duly made by Director Kintner, seconded by Director Kirsch and, upon vote, unanimously carried, the Board authorized adding \$5,000 to the 2000 budget to pay for the costs of conducting the voluntary physical examinations and adding \$7,750 to the following budgets for the costs of conducting the mandatory physical examinations.

Donation of Unit 560: The Board reviewed the recommendation from the department. Following discussion, upon motion duly made by Director Miller, seconded by Director Kintner and, upon vote, unanimously carried, the Board approved the donation of Unit 560 to the Rico Fire Department.

Long-Range Planning Committee: The Chief reported on the recent meeting. The Committee divided into teams to address the following issues: 1) overall performance goals; and 2) financial planning. The Committee identified three other areas which will need to be addressed, 1) plans for the new station; 2) apparatus acquisition and retirement plan and; 3) personnel.

Support Auxiliary: Ms. Braun reported that pagers have been provided for herself and Nancy Burke and they are working on communications with the department.

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OTHER
BUSINESS:

Grants: Ms. McCoy addressed the Board regarding grant issues. She noted that we are working with Highland to document their purchases for the 1999 Ambulance equipment grant. Netti Calvi is to work with the District to review the invoices which can be submitted.

Ms. McCoy noted that she has not received a copy of the grant application for the grant from the Pre-Hospital Care Program. If the administrator is going to be tracking and following up on the expenditures under the grants requested by the department, copies of such requests will need to be provided to the administrator. Mr. Marshall was directed to provide a copy of the recent grant request.

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 Sharon L. McCoy
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL MARCH 21, 2000 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

John A. McKenry, III
John A. McKenry, III

Jack Kintner
Marvin Miller
Marvin Miller

Norm Kirsch
Norm Kirsch

Richard Kunter
Richard Kunter