

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
JANUARY 16, 2001

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, the 16th day of January, 2001, 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:

Marvin Miller, Acting Chairman
Jack Kintner
W. R. "Rick" Hughes

Upon motion duly made by Director Hughes, seconded by Director Kintner and, upon vote, unanimously carried, the absences of John A. McKenry, III and Richard Kunter were excused and Marvin Miller was appointed Acting Chairman.

Also In Attendance Were:

Kammy K. Tinney; Special District Management Services, Inc.

Richard A. Scheurer, Esq.; District counsel

Ed Daniels, Chief, Rob Sontag, Department Administrator, John Findling and Jon Schreiner; Foothills Fire and Rescue

ADMINISTRATIVE
MATTERS

Minutes: The Board reviewed the minutes of the December 19, 2000 regular meeting. Following discussion, Director Kintner moved to approve the minutes as presented, Director Hughes seconded the motion and, upon vote, the motion unanimously carried.

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2001 Meetings: Director Kintner spoke with the manager of the Mount Vernon Country Club and received authorization to use the snack bar area for meetings, at no charge to the District. There is a set-up fee of \$1.60 per person for coffee service. Upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Board determined to hold its 2001 regular meetings on the third Tuesday of each month at 6:30 p.m. at Mt. Vernon Country Club, 24933 Club House Circle, Golden, Colorado.

Resolution No. 01-1 regarding 24-hour posting place: The Board next considered Resolution 01-1 designating the place at which notice will be posted at least 24 hours prior to each meeting. Following review, Director Hughes moved to adopt Resolution 01-1 as presented, Director Kintner seconded the motion and, upon vote, the motion unanimously passed. A copy of Resolution 01-1 as adopted is attached to these Minutes and incorporated herein by this reference.

FINANCIAL
MATTERS

Disbursements: The Board considered approval of the payment of claims through the period ending January 16, 2001, totaling \$18,736.42, for operations. It was noted that the checks to Jack McKenry and Richard Kunter would be voided. Following review and discussion, Director Kintner moved to approve payment of the claims through January 16, 2001, as amended, Director Hughes 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, 2000, a copy of which report is incorporated herein and made a part hereof by this reference. Following review, upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the unaudited financial

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statements were accepted as presented.

2000 Budget Amendment Hearing: The Acting Chairman opened the public hearing to consider the Resolution to Amend the 2000 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 2000 Budget and the date, 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 Hughes moved to adopt the Resolution to Amend the 2000 Budget, Director Kintner 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.

Response billing: Mr. Sontag reviewed the Colorado State Patrol requirements for releasing information to the Department. In general, the Motor Vehicle Information Protection Act has closed the CSP files to immediate access. A freedom of information act request must be filed, at \$4.25 per request, to obtain the information. It was noted that the required information can be collected by the Department on scene as long as the driver's license is not copied. The Incident Commanders have been instructed to collect the information on-scene.

LEGAL MATTERS

Intergovernmental Agreement with the City and County of Denver: Chief Daniels has not contacted Chief Gonzales. Mr. Tomford is taking inventory of gates, entrances, etc. to the Denver parks in the District's response area.

Lawsuit filed by LMWD: Attorney Scheurer reported that there has been no action by the courts in regards to the motion to dismiss filed by counsel for the Colorado Special Districts Property and

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Liability Pool.

Communications Authority: Chief Daniels reported that the inventories were completed in November. The low-band system continues to be an efficient system and the 800 MHZ system continues to be widely used.

DEPARTMENT
ISSUES

Chief's Report: Status of new vehicles. #530 is in service. #570 is at International for warranty repairs, there are chassis problems. The pipes in the tank have frozen due to the unit not being flushed. Mr. Sontag is negotiating with the manufacturer regarding whether or not the damage falls under warranty. Fleet Services will repair the pipe damage. Staff was directed to submit to insurance as a claim.

Cistern repairs. Approval to proceed has been received from the Sunset HOA. Bids for the repairs have been received and were reviewed.

Member Handbooks and Operational Guidelines. Mr. Sontag reported that only six receipts are still outstanding and three may be from inactive members.

Other. Highway 40 was shut down on January 15th due to slippery conditions.

The Department made a mutual aid response to a structure fire in Genesee. The investigation as to the cause is pending.

The District will be receiving payment from the State for our assistance at the Hi Meadow fire this past summer.

Chief Daniels will be attending the 2001 Annual Fire Operating Plan Meeting on January 24, 2001.

A detailed report of member use at the Genesee Fitness Center will be available for Board review at the February meeting.

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Mr. Sontag reported that he has received a check in the amount of \$127.89, representing the balance from an old IFPD account. The funds will be submitted to the support auxiliary.

Fire Marshal's report. The Board reviewed Mr. Tomford's written report and the work plan for 2001.

Purchase orders: Water supply improvements for Sawmill gulch and Sky Meadow. Upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Board approved the purchase requisition, as presented, in the total amount of \$600.00.

Compressor maintenance. This item was not in the 2001 budget, however, the Department is not able to fill any air bottles. It was noted that the Department did budget for the purchase of a new compressor (\$30,000) in 2001. Jon Schreiner is currently researching vendors & references and will submit a proposal at the next meeting for consideration by the Board.

Following discussion, upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Board approved the purchase requisition, as presented, in the total amount of \$2,000.00 and directed that this item be added to the budget.

The following purchase requests were presented by Mr. Sontag:

- 1) Digital camera - \$274.99
- 2) Course materials - \$310.00
- 3) Meals for officers meeting - \$800.00

Upon motion duly made by Director Kintner, seconded by Director Hughes and, upon vote, unanimously carried, the Board approved the purchase requisitions, as presented, in the total amount of \$1,384.99. The Board requested that a line item reference be used on future purchase requisitions.

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Support Auxiliary: There was no report. The Support Auxiliary will hold their annual meeting next week.

OTHER BUSINESS

Employee Pension: EXECUTIVE SESSION: Director Hughes moved to adjourn to executive session to discuss personnel matters, Director Kintner seconded the motion and, upon vote, unanimously carried, the Board adjourned to executive session to discuss personnel matters at 8:05 p.m. Mr. Sontag and Chief Daniels were asked to remain for the Executive Session. The Board reconvened in regular session at 9:05 p.m.

The Board directed Mr. Sontag to prepare a draft letter to members from the Board requesting signed affidavits certifying each members training hours for 2000.

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 *Harvey J. Tinney*
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL JANUARY 16, 2001 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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

Jag Kintner
Jag Kintner

Marvin D. Miller
Marvin Miller

Richard Kunter
Richard Kunter

Rick Hughes
Rick Hughes