

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
December 17th, 2002 (TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as "Board") was convened on Tuesday, December 17th, 2002 at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado.

The meeting was open to the public.

I. ATTENDANCE:

A. Directors In Attendance Were:

1. John A. McKenry, III, Chairman
2. Marvin Miller
3. W.R. "Rick" Hughes
4. John Findling
5. Richard Kunter

B. Also In Attendance Were:

1. Tim Hendrix
2. Robert Sontag
3. Jacob Sliemers
4. Dick Scheurer
5. Timothy Cusick
6. Jen Sliemers
7. Tim O'Hayre
8. Patrick Ahern
9. Marti Allbright
10. Joe Beasley
11. Kathryn Isenberger

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as amended: Marvin Miller
- Seconded: John Findling
- Discussion: Revised agenda. One item is different, and that item is related to the fire marshals report. Rick Hughes asked that the topic of Mt. Morrison also be discussed. Rick Hughes asked we go to executive session at the end of the regular board session to discuss personnel issues.
- Vote: Unanimous

- B. Review and Approve Minutes of the November 19th, 2002 Regular Meeting (enclosed)
- Motion to Approve Minutes of the November 19th, 2002 Regular Meeting as amended: Marvin Miller
 - Seconded: Richard Kunter
 - Discussion: John Findling asked about the item second to the last page regarding no vote. Item 5, sub-item A, second bullet is struck from the record.
 - Vote: Unanimous
- C. Review and Approve Minutes of the November 19th, 2002 Executive Session Meeting
- Motion to Approve Minutes of the November 19th, 2002 Executive Session Meeting: Marvin Miller
 - Seconded: Rick Hughes
 - Discussion: None
 - Vote: Unanimous

III. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending December 17th, 2002, Totaling \$77,227.50 For Operations (Preliminary List Enclosed).
- Motion to Approve Payment Of Claims Through The Period Ending December 17th, 2002, Totaling \$77,227.50 For Operations: Rick Hughes
 - Seconded: Richard Kunter
 - Discussion: Rick Hughes asked about checks 5117, 5132, 5144, 5122, 5139, and 5140. Rick Hughes inquired as to why the cost of these line items was higher than normal, and the specifics of what some of these payments were for.
 - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending November 30th, 2002 (Enclosed).
- Motion to Accept Un-Audited Financial Statements For The Period Ending November 30th, 2002: Richard Kunter
 - Seconded: Marvin Miller
 - Discussion: Tim Cusick updated the board on the amendments of the 2002 budget; specific to the details of the appropriation. Tim Cusick informed

the board on the tentative changes he has made so far, and what we should do/see in the future regarding the budget amendments. The 4 items he discussed are the lawsuit, the elections, fleet expenses, and the data projector. Richard Kunter asked if he should make a motion to amend these items in the budget, and so made the motion. Dick Scheurer asked we make a verbal motion to show the adjustments in the January board meeting. John Findling asked for details of the truck loan, as well as the details of the refinancing.

- Vote: Unanimous

- Motion to amend and budget appropriation by an \$117,139.00 increase to a total of \$920, 213.00:
Richard Kunter
- Seconded: Marvin Miller
- Vote: Unanimous

C. Execution Of Contract With Municipal Services Group To Refinance The Lease Of Units 530 And 570.

- Rob Sontag informed the board that this was approved at the last meeting, pending that Dick Scheurer reviewed this contract to make sure there were no issues of concern. Contract was executed.

D. Discussion and Adoption of the Insurance Proposals by ESIP or VFIS for 2003 Insurance Season.

- Motion to Accept the proposal from VFIS: Marvin Miller
- Seconded: John Findling
- Discussion: Rob Sontag informed the board of the specifics of each of their choices and answered specific questions about these insurance options. Rob Sontag informed the board that the specific details of each bid is laid out in the board packets each board member has received. Rob Sontag suggested the board choose VFIS as our insurance carrier. John Findling asked about question #5 in the property section. Rob Sontag explained this section in detail to John Findling's satisfaction. John Findling asked that the address be updated by Rob Sontag in this proposal.
- Vote: Unanimous

IV. LEGAL MATTERS

- A. Discussion of Revised Proposal To The City And County Of Denver Regarding The Provision Of Emergency Services On City Owned Land Within The Foothills Fire Protection District Response Area. (enclosed)

Dick Scheurer updated the board on the current status of this situation. Dick Scheurer informed the board that the district has asked the Denver Fire Department and Mr. Bangman (Attorney for the City) to meet to discuss the details, and the revised proposed contract the district originally received. Dick Scheurer and Rob Sontag then fielded questions from the board members. Marvin Miller asked about the water rights discussed in this letter. Marvin Miller also asked about exhibit "A" and the specific definition of this. Exemptions made to this are the issues of mutual aid or response request made to us, and/or wildland issues. Red Rocks was also included in all appropriate areas within this contract. John Findling asked Rob Sontag about the specifics of how the land value is figured regarding "no mans land" within Jefferson County Mountain Parks. Jack McKenry suggested the board proceed further with this revised contract.

V. DEPARTMENT ISSUES

- A. Administrator's Report and Fleet Status Report (enclosed). John Findling asked for the specifics of the status of 542 and the planned sale of this apparatus.
- B. Ratification of December Election Results of Chief and Pension Board Positions by the Membership.
- Motion to Accept Jacob Sliemers as Chief, Kristina Emperor as Deputy Chief, Deb Gillis as Assistant Chief, and John Kilpatrick as member representative to the Pension Board.: Marvin Miller
 - Seconded: Rick Hughes
 - Discussion: None
 - Vote: Unanimous
- C. Fire Marshal's Report: Tim O'Hayre updated the board on the current preplan situation, inspections, the towers inspection situation, and the current file status. So far, FFR/Tim O'Hayre has not found any life safety issues so far this year. The one location that Tim O'Hayre sees as a potential problem is the Conoco station on highway 40. Tim O'Hayre said he should be able to meet the guidelines of his contract by the end of the year. All of the foothills facilities did have minor violations none of which were immediate health, life or safety threats, and Rob Sontag did

state those items will be taken care in the appropriate time. Ralston has been informed that their fire suppression system has some serious issues that need to be repaired, and that they also need a hydrant repaired. Ralston elementary school informed Tim O'Hayre that they have no bond money to make these repairs/upgrades.

Tim O'Hayre updated the board on the details of the December 16th meeting with the county regarding the towers on Mt. Morrison. After a presentation was made by a member of Foothills Fire and Rescue, Tim noted numerous false statements and incorrect information made by this member. Tim O'Hayre then informed the board of the communication between the department and the appropriate parties regarding the tower issue over the past year and the pertinent details of this communication (i.e. road improvements, building permits). Tim O'Hayre then updated the board on the current status of the road, and the approved fire code used as a guideline. Tim O'Hayre asked that 2 letters be sent to the county commissioners. The first letter he asked be sent would clarify that the members that signed this petition had signed this as their personal belief, and not as a representation of Foothills Fire Protection District. He then asked that a second letter be sent to the county commissioners stating the district's official view.

Starting January 1st, 2003, we will require diesel storage permits. These storage facilities will need to meet EPA and fire code requirements. Dick Scheurer then asked about the proper process of this interpretation, challenges, and advised the board on how to proceed with this resolution, member questions, etc.

D. Adoption of Resolution verifying to the Jefferson County Commissioners that Mr. Tim O'Hayre is indeed the Fire Code Official for Foothills Fire Protection District.

- Motion to Adopt Resolution 02-05 as amended: Marvin Miller
- Seconded: John Findling
- Discussion: Jack McKenry reiterated to the board that Tim O'Hayre was originally hired as our fire marshal, and is indeed to perform as so. Dick Scheurer explained that this resolution was exactly what this board wanted when Tim O'Hayre was hired. Marvin Miller asked if this resolution should be modified to include Tim O'Hayre was the only person speaking for the department. Any presentation made by another member of the department is made of their own free will, and as their personal standpoint, not to represent the official position of this district.
- Vote: 4 for, 1 opposed (Rick Hughes)

- E. Chief's Report: To date we have raised \$1135.00 for our radio replacements. Rob Sontag updated the board on the plan to use 2 community members that have volunteered to assist with grants in January of 2003. The next firefly will include call response information for our community. The next board meeting in January will inform the board of who the chiefs have nominated as officers.

Motion made to buy Laura Kilpatrick Dinner and send a thank you letter to Christies from the board made by: Rick Hughes

Seconded: Richard Kunter

Vote: Unanimous

- F. Approval of purchase requisitions for department supplies and equipment.

1. Fitness Club Membership for 2003 (enclosed)

- Motion to Accept the proposal from Evergreen Fitness Center: Richard Kunter
- Seconded: Marvin Miller
- Discussion: Joe Beasley withdrew his proposal to provide fitness services. John Findling asked that we keep tabs on our membership use.
- Vote: 4 for and 1 opposed (Rick Hughes)

- G. Report From Support Auxiliary – No Report.

- H. Status report on the Communications Authority. – No Report

- I. Motion made to get direct deposit for the board members checks by

- Richard Kunter.
- Seconded by: Marvin Miller
- Vote: Unanimous

- J. The regular board meeting for personnel action moved to executive session
At 8:48 PM.

- Motion Made: Marvin Miller
- Seconded: Rick Hughes
- Vote Unanimous
- Next regular meeting scheduled for January 21st, 2003.

- K. The Board of Directors accepts receipt of recommendations of the personnel committee regarding Jim Shea's request to rejoin the department.

VI. ADJOURNMENT

The Board of Directors accepts receipt of recommendations of the personnel committee regarding Jim Shea's request to rejoin the department.

Meeting Adjourned at 9:20 PM.

THESE MINUTES APPROVED AS THE OFFICIAL DECEMBER 17TH, 2002
MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE
BOARD OF DIRECTORS SIGNING BELOW:

John A. McKenry, III

John Findling

Marvin Miller

Richard Kunter

W.R. "Rick" Hughes