

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
FEBRUARY 18th, 2003 (TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as “Board”) was convened on Tuesday, February 18th, 2003 at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado.
The meeting was open to the public.

DATE: February 18th, 2003 (Tuesday)

TIME: 6:30 P.M.

PLACE: Mount Vernon County Club
24933 Club House Circle
Golden, CO 80401

Attendance

Richard Kunter

Jack McKenry

John Findling

Marvin Miller

Rick Hughes – Excused due to illness.

Dick Scheurer, Attorney

Tim Cusick, Financial Manager

Rob Sontag, District Manager

Tim Hendrix, Operations Assistant

Jacob Sliemers, Chief of the Dept.

Deb Gillis, Assistant Chief of the Dept.

John Schreiner, Captain of the Dept.

Nancy Burke, Auxillary

Dan Cudahy, Auditor

I. ADMINISTRATIVE MATTERS

A. Motion Made to Approve Agenda: Marvin Miller

- **Seconded: John Findling**
- **Discussion: None**
- **Vote: Unanimous**

- B. Review and Approve Minutes of the January 21st, 2003 Regular Meeting as Amended.
- Motion to Approve: Richard Kunter
 - Seconded: Marvin Miller
 - Discussion: None
 - Vote: Unanimous

II. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending February 18th, 2003 Totaling \$33,398.95 For Operations (Preliminary List Enclosed)
- Motion to Approve Payment of Claims: Richard Kunter
 - Seconded: John Findling
 - Discussion: None
 - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending January 31st, 2003 (Enclosed)
- Motion to Accept Un-Audited Financial Statements: Richard Kunter
 - Seconded: John Findling
 - Discussion: None
 - Vote: Unanimous
- C. Presentation of Draft Audit Report of District Financial Statements for the Year 2002.
- Motion Made to Accept Audit Report for Fiscal Year 2002: Richard Kunter
 - Seconded Marvin Miller
 - Discussion: None
 - Vote: Unanimous

III. LEGAL MATTERS

- A. Status of Auxiliary 501c3 status – In Progress
- B. Colorado Public Records Act has been made by C.A.R.E.
- Dick Scheurer informed the board that Deb Carney has made another freedom of information request. Rob Sontag asked for specific guidelines on her request. Dick Scheurer informed the board that Deb Carney has challenged Tim O’Hayres interpretation of the fire code. Deb Carney has informed Dick Scheurer that she intends to proceed with the appeal and the appeals board.
- C. Appeal by C.A.R.E is going forward:
- Dick Scheurer informed the board that he has contacted Steve Close and his attorney regarding how Foothills Fire Protection District will proceed with his appeal. Dick has yet to hear back from either party.

D. Discussion of Denver Fire Agreement

- Dick Scheurer updated the board that they are still in dealings with Denver Fire Department, and will be working with the #'s for a final agreement.

IV. DEPARTMENT ISSUES

A. Administrator's Report and Fleet Status Report (enclosed). Rob Sontag informed the board that unit 582 is now in service.

B. Adopt Completed Portion of the Long Range Plan (enclosed).

- Motion Made adopt Completed Portion of Long Range Plan: John Findling
- Seconded: Marvin Miller
- Discussion: John Findling clarified that the appendicies are not part of the LRP. They are subject to change at any moment. John Findling pointed out that we are asking the board of directors to adopt pages 1-10.
- Vote: Unanimous

C. Fire Marshal's Report – Not Present

D. Chief's Report –

- The Fire Fighter 1 Academy has begun. We currently have 11 recruits enrolled.
- The department is looking at having a chili cook-off and wild-land mitigation event for the public in March.
- Ed Daniels received an award from the Jefferson County Fire Council for outstanding service.

E. Approval of purchase requisitions for department supplies and equipment.

1. Cleaning Services contract renewal. (enclosed).

- Motion Made to Renew Cleaning Services Contract: Richard Kunter
- Seconded: Marvin Miller
- Discussion: Rob Sontag updated the board that the cleaning lady has asked for a \$50 per month increase. John Findling asked Richard Kunter where the district would find the money for this increase. Rob Sontag asked the board to take this money out of the various station budgets.
- Vote: Unanimous

F. Report From Support Auxiliary:

- Nancy Burke informed the board that the auxiliary has a new group of officers and volunteers.
- The auxiliary has also found an accountant to help them with the tax issues they are presented with.

- G. Status report on the Communications Authority: Marvin Miller informed the board that the communications authority is out for bids for the new radio system, and expects implementation to take place in August or September.

V. ADJOURNMENT

- Motion Made to Adjourn: Richard Kunter
- Seconded: John Findling
- Discussion: None
- Vote: Unanimous
- Next regular meeting scheduled for March 18th, 2003.

THESE MINUTES APPROVED AS THE OFFICIAL FEBRUARY 18TH, 2003 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