

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
March 25<sup>th</sup>, 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, March 25<sup>th</sup>, 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.

**Attendance**

Marvin Miller  
John Findling  
Jack McKenry  
Richard Kunter

Dick Scheurer – District's Attorney  
Tim Cusick – District's Accountant  
Rob Sontag – District's Administrator  
Jacob Sliemers – Chief of the Department  
Tim Hendrix – Operations Assistant

Dave Danek – Fire Fighter  
Brad Danek – Fire Fighter

**I. ADMINISTRATIVE MATTERS**

**A. Motion made to Approve Agenda as amended: Marvin Miller**

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

**B. Motion Made to Review and Approve Minutes of the February 18<sup>th</sup> and January 21st, 2003 Regular Meeting (enclosed): John Findling**

- Seconded: Marvin Miller
- Discussion: None
- Vote: Unanimous

**C. Board Issues**

- Richard Kunter informed the board of the happenings of the morning of the Steve Close meeting. The morning of this meeting, Richard Kunter

and the Hearing Officer went to Rick Hughes' home to try and retrieve him for the hearing. They met with Rick on his deck and asked him to come to the hearing. Rick expressed his inability to physically attend the meeting, and due to a trip to Hawaii the next day, he had family issues that he must attend to before leaving town. Richard Kunter again asked him to come, and Rick Hughes denied that opportunity. Richard Kunter and the Hearing Officer then returned to the hearing.

- By Unanimous decision of the board present at the meeting, Rick Hughes was not excused from this board meeting, or the hearing on March 11<sup>th</sup>, 2003.

## II. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending March 18<sup>th</sup>, 2003 Totaling \$52,801.61 For Operations (Preliminary List Enclosed).
- Motion Made: Marvin Miller
  - Seconded: John Findling
  - Discussion: John Findling asked about the phone line at Mt. Vernon, and weather we should keep it or not. Chief Sliemers decided we could turn this phone line off.
  - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending February 28<sup>th</sup>, 2003 (Enclosed).
- Motion Made to Accept: Marvin Miller
  - Seconded: John Findling
  - Discussion: Tim Cusick asked about the communications line item, and informed the board that we will have to move things around with regard to that line item. The Board asked the finance committee to review the budget and report back.
  - Vote: Unanimous
- C. Accept Final Audit Report of District Financial Statements for the Year 2002.
- Motion Made to Accept: Richard Kunter
  - Seconded: Marvin Miller
  - Discussion: Tim Cusick informed the board that our report has been given to the state.
  - Vote: Unanimous

## III. LEGAL MATTERS

- A. Status of Auxiliary 501c3 status. – Nothing to report.

- B. Status of Denver Fire Agreement Discussions. – This issue is still being reviewed.
- C. Status of CARE Appeal of Fire Marshal Decision re: Mt. Morrison Application – Dick Scheurer has a meeting on Thursday, and the appeals board will be discussing this appeal and the specifics therein.
- D. Discussion of Latest Appeal of Personnel Action and Implications to Revise the Appeal Process: This appeal will be discussed in executive session. Dick Scheurer informed the board that this process should be reviewed to stream line it for future issues. Richard Kunter asked if there is any possibility of court cost reimbursement for future frivolous lawsuits. Dick Scheurer said that he would look into it and report his findings back to the board. Rob Sontag informed the board that a volunteer becomes an employee after 5 years service, then they are vested. Rob Sontag also asked that in the future we also have a file review with future formal disciplinary issues. Dick Scheurer asked that we review this latest hearing in a future agenda.

#### IV. DEPARTMENT ISSUES

- A. Administrator's Report and Fleet Status Report (enclosed).
  - 1. Proposal to Revise Billing Structure (enclosed): Rob has presented to the board that we change our billing procedures. Rob presented to the board that since we are no longer providing ambulance services, medical services will not pay our bills unless we provide them with a HICFA 1500 bill. This is causing some concern with the district residents, and we only have about a 17% collection rate on these medical calls. Rob is requesting of the board that we charge for everything except for medicals and fires.
    - Motion Made to exclude medical fees for calls within the districts jurisdiction: Richard Kunter
    - Seconded: Marvin Miller
    - Discussion: None
    - Vote: Unanimous
  - 2. The proceeds for the sale of 542 will likely be \$80,000.
- B. Fire Marshal's Report – Rob Sontag informed the board that Tim O'Hayre has made his intentions clear to resign after the C.A.R.E issue has been resolved. He will not be looking at any new issues, but will finish up all the other old issues.
- C. Chief's Report – Jacob Sliemers informed the board of the incredible job that Dave and Brad Danek did this last week. Rob Sontag informed the board of the damage that was done to our vehicles and the process of getting these issues repaired.
  - Motion Made to recognize some of our volunteers for the March 2003 Blizzard: Richard Kunter

- Seconded: Marvin Miller
- Vote: Unanimous

D. Approval of purchase requisitions for department supplies and equipment: Nothing to Report.

E. Status Report From Support Auxiliary: Nothing to Report.

F. Status Report on the Communications Authority: Nothing to Report.

V. ADJOURNMENT

- Motion Made to move to Executive Session for Personnel Matters at 7:59PM by: Marvin Miller
- Seconded: Richard Kunter
- Vote: Unanimous
- Next regular meeting scheduled for April 15<sup>th</sup>, 2003.

THESE MINUTES APPROVED AS THE OFFICIAL MARCH 25<sup>TH</sup>, 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

