

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
April 20<sup>th</sup>, 2004 (TUESDAY)**

A regular meeting of the Board of Directors of the Foothills Fire Protection District (referred to hereafter as “Board”) was convened on Tuesday, April 20<sup>th</sup>, 2004 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

Board Members

Jack McKenry  
John Findling  
Richard Kunter  
Rick Hughes  
Marvin Miller

Others in Attendance

Dick Scheurer – District Attorney  
Rob Sontag – District Manager  
Tim Cusick – District Accountant  
Deb Gillis – Deputy Chief  
Jen Sliemers – Firefighter  
John Kilpatrick – Captain  
Patrick Ahern – Firefighter

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion made to approve agenda by: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

B. Review and Approve Minutes of the March 16th, 2004 Regular Meeting

- Motion made to approve the minutes of March 16<sup>th</sup>, 2004 by: Marvin Miller
- Seconded by: Rick Hughes
- Discussion: None
- Vote: Unanimous

C. Presentation of 2003 Final Audit Report – This report was submitted to the State of Colorado on March 23<sup>rd</sup>, 2004.

### III. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending April 20th, 2004  
Totaling \$34,152.95 For Operations
- Motion made to approve payment of claims through the period ending April 20<sup>th</sup>, 2004 totaling the revised amount of \$35,493.32 by: Marvin Miller
  - Seconded by: Richard Kunter
  - Discussion: Tim Cusick asked for clarification on the fleet status report. Rob Sontag explained that there was a “flow test kit” purchased by the Fire Marshall that makes up that line item’s projected overage, and no further purchases are anticipated from the Fire Marshall this year. The board had questions on 5 other line item projected overages, and Rob Sontag explained the details of these items to the Board’s satisfaction.
  - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending March 31<sup>st</sup>, 2004
- Motion Made to accept un-audited financial statements for the period ending March 31<sup>st</sup>, 2004 by: Marvin Miller
  - Seconded by: Richard Kunter
  - Discussion: None
  - Vote: Unanimous

### IV. LEGAL MATTERS

- A. Status Of Denver Legal Action – This item was discussed in an executive session at the end of this meeting due to an issue of attorney-client privilege
- B. Discussion of 2004 Fee Schedule – Tabled
- C. Discussion of Resolution to Send To the County for Adoption of the Fire Code.
- Motion made to send this resolution to the county for their ratification by: Rick Hughes
  - Seconded by: Marvin Miller
  - Discussion: Dick Scheurer and Rob Sontag explained the details of this resolution to the board for their review and adoption.
  - Vote: Unanimous

### V. DEPARTMENT ISSUES

- A. Presentation by Paula Smith Regarding Her Investigation of a Response to Her Residence. – Paula Smith expressed concern over a medical response to her home in January, and her perception of confusion in the communication between her, 911 dispatch, Foothills Fire and Rescue, and Highland Rescue Team.

## B. Administrator's Report

1. SDA Regional Conference – Rob Sontag informed the board of this potential beneficial conference regarding district operation, etc.
2. Request for waiver from contract received from former Foothills Firefighter Jeffery Nepple.
  - Motion made to waive this invoice because Jeff is a firefighter with a neighboring fire district by: Marvin Miller
  - Seconded by: Rick Hughes
  - Discussion: Rob Sontag explained the details of new customized bunker gear that was bought for Jeff Nepple, and his subsequent premature departure from the department approximately 5 months later.
  - Vote: Unanimous
3. Fleet Status Report – Rick Hughes asked that Rob Sontag provide him with the total amount spent on 544 for last year, and this current year to date. Director Hughes then decided to do the comparison based on the year end report. John Findling asked for clarification on what the ECM and CAFS systems are. Rob Sontag explained these items and associated repairs to the Board.
4. The Board asked that we look into repairing the traffic switch at Rainbow Hills.
5. Insurance claim from Ron Potter – Ron Potter claims he had a leaf spring on his POV break while responding to a call, and is asking the department to pay for his repairs.
  - Motion made to pay Ron Potters claim without filing this with our insurance by: Rick Hughes
  - Discussion: Generally decided that the district would pay claims less than \$500.00 without filing with the insurance company in order to maintain a good insurance rating and hence lower insurance rates.
  - Seconded by: Richard Kunter
  - Vote: Unanimous
6. Alice Cowperthwait Appeals Letter - Rob Sontag explained the details of her initial emergency response call, and the details of her rescue, treatment, etc. and subsequent invoice. Rick Hughes then updated the board that they had reviewed her contest to the invoice, and their rejection of her appeal.
  - Motion Made to Support the Appeals Board Decision by: John Findling
  - Seconded by: Marvin Miller
  - Vote: Unanimous

## C. Fire Marshal's Report – Nothing to Report.

D. Chief's Report

1. Leave of absence request for Jared Olsen

- Motion made to approve Jared Olsen's leave of absence request by: John Findling.
- Seconded by: Rick Hughes
- Discussion: Jared has requested that he be allowed to take a 4 month leave of absence for a summer job in Florida.
- Vote: Unanimous

2. Leave of absence request for Josh Wenninger.

- Motion made to approve Josh Wenninger's request for a leave of absence by: John Findling
- Seconded by: Marvin Miller
- Discussion: Josh will be getting married, and this is the reason he has asked for a 6 week leave of absence to end June 1<sup>st</sup>, 2004.
- Vote: Unanimous

3. Deb Gillis updated the Board on the much appreciated response we had from Genesee Fire with their brush truck at the Idledale Fire.

4. Deputy Chief Gillis discussed some of the concerns that Paula Smith had addressed.

E. Approval of purchase requisitions for department supplies and equipment. - Rob Sontag asked the board for direction on how to proceed regarding the health insurance that is offered to the paid staff of Foothills Fire and Rescue. Rob Sontag asked that he and Tim Cusick be allowed to reevaluate these insurance options and proceed as they see fit.

F. Status Report From Support Auxiliary - No one present to report.

G. Status Report on the Communications Authority. – Rob Sontag updated the board on the current status of our transfer from low band to 800 MHZ.

H. Motion made to move to executive session for attorney-client privilege regarding legal action with the City and County of Denver at 20:24 by Marvin Miller

- Seconded by: John Findling
- Vote: Unanimous

I. Motion made to move out of executive session at 21:05 by: Marvin Miller

- Seconded by: John Findling
- Vote: Unanimous

J. Resolution 04-0005

- Motion made to establish a fee schedule for exclusions at \$750, and a special meeting fee of the Board of Directors at \$2000.00. If the District Administrator deems that petition is controversial or contested a special meeting shall be scheduled and billed for to the petitioner at the total of \$2750.00 by: Marvin Miller
- Seconded by: John Findling
- Vote: Unanimous

VI. ADJOURNMENT

- Motion Made to Adjourn at 21:16 by: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous
- Next regular meeting scheduled for May 18th, 2004 @ 6:30pm.

THESE MINUTES APPROVED AS THE OFFICIAL APRIL 20<sup>TH</sup>, 2004 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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John A. McKenry, III

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John Findling

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Marvin Miller

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Richard Kunter

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W.R. "Rick" Hughes