

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
AUGUST 17th, 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, August 17th, 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
Marvin Miller
Debra Medved

Others in Attendance

Dick Scheurer – District Attorney
Tim Cusick – District Accountant
Rob Sontag – District Administrator
Jacob Sliemers - Chief
Deborah Gillis – Deputy Chief
Jon Schreiner – Assistant Chief
John Kilpatrick – Captain
Pat Smith – Captain
Brad Danek – Captain
Bob Schwartz – Captain
Stacy Dorian – Firefighter
Patrick Ahern – Firefighter
Christopher Brunette – Firefighter/Operations Assistant

A. Excuse Richard Kunter

- Motion to Approve: Marvin Miller
- Seconded By: John Findling
- Discussion: None
- Vote: Unanimous

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as Amended: Marvin Miller
- Seconded by: Debra Medved
- Discussion: Need to add item VI. for an Executive Session, VII as Adjournment, and V. F for presentation by Brad Danek.
- Vote: Unanimous

B. Review and Approve Minutes of the July 21st, 2004 Regular Meeting

- Motion to Approve Minutes of the July 21st, 2004 Regular Meeting as Amended: John Findling
- Seconded by: Marvin Miller
- Discussion: John Findling advised he did not participate in the status report on the communications authority under item 'A'. Rob Sontag advised that under "Legal Matters" the small 'a' should be changed to a large 'B'.
- Vote: Unanimous

III. FINANCIAL MATTERS

A. Review And Approve Payment Of Claims Through The Period Ending August 17th, 2004 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending August 17th, 2004 For Operations totaling \$32,785.24 : Marvin Miller
- Seconded by: John Findling
- Discussion: Board questioned the reason for an increase in the total amount to be paid from last month. Rob Sontag explained it was due to the purchase of equipment for several members who are currently enrolled in the Rope Rescue Course, the purchase of t-shirts for the membership, as well as the purchase of materials for the Extrication Course.
- Vote: Unanimous

B. Review And Accept Un-Audited Financial Statements for the Period Ending July 31st, 2004.

- Motion to Accept Un-Audited Financial Statements For The Period Ending July 31st, 2004 : John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

IV. LEGAL MATTERS

(Dick Scheurer advised all legal matters would be discussed during the Executive Session.)

A. Status Of Denver Legal Action

- Discussion: None

B. Discussion of 2004 Fee Schedule

- Discussion: None

V. DEPARTMENT ISSUES

A. Administrator's Report.

1. Nomination and Proxy Vote Forms for SDA Conference.

- Motion to Approve Richard Kunter as Proxy Vote: Debra Medved
- Seconded By: John Findling
- Discussion: It was decided that no one would run for a Board Member's Position on the SDA Board.
- Vote: Unanimous

B. Chief's Report

1. Discussion of Equipment Issuance Forms Proposal from Officers

- The Officers and Membership have voted for removing the financial responsibility of taking gear. The Board agreed that the Membership should not be held responsible unless the member is found to be negligent. However, the Board asked the Membership to re-draft the form to their liking and present it at that time, until then no action should be taken.

2. Discussion of Board Member attending the Department's Membership meeting from now on.

- Membership advised they would like to see the continued attendance of the Board Members. The Board agreed and advised they would rotate the responsibility of attending.

3. Discussion of Joint Officer's Meeting with Genesee

- Chief Sliemers gave a brief review of the meeting and advised he thought it was very successful. John Kilpatrick advised he too thought it was a success and would like to see it continue. The general feeling was that it would bring the two departments closer together.

4. Formation of Recruiting Committee

- Deputy Chief Gillis advised a Recruitment Committee has been created to assist in the recruitment and hiring of new volunteers. It will be made up of a Chief, the two Personnel Captains, and two Firefighters.
5. Presentation of Working Drafts for Personnel and Station Long Range Plans
- Deputy Chief Gillis and Assistant Chief Schreiner presented a working draft of changes they have made to the long range plan for personnel and stations. John Findling asked that all Members get an opportunity to review the draft before its adoption by the District.
- C. Approval of purchase requisitions for department supplies and equipment.
- None to Approve
- D. Status Report From Support Auxiliary
- Discussion: None
- E. Status Report on the Communications Authority.
- Discussion: Rob Sontag advised that Ed Daniels is working towards getting completely off Low Band.
- F. Presentation by Brad Danek
- Discussion: Brad Danek presented the Department newsletter on behalf of Dave Danek, who was unable to attend. The Board was pleased to see the newsletter. Mr. Danek advised he would like articles from the Board, if they have any to submit.
- G. Highland Letters Presented By Pat Smith
- Discussion: Pat Smith discussed two letters on behalf of Highland Rescue. The first letter advised that Collection Agency Foothills is using the term “Foothills Fire and Ambulance,” which is causing a conflict with Highland Rescue’s ability to bill. The second letter advised that Highland Rescue would like a renewed lease for 286. These letters will be presented at the next Board of Directors Meeting.

VI. EXECUTIVE SESSION

- Motion to move to Executive Session at 19:30: Marvin Miller
- Seconded By: John Findling
- Discussion: None
- Vote: Unanimous

- Motion to come out of Executive Session at 20:35: Marvin Miller
- Seconded by: John Findling

- Discussion: None
- Vote: Unanimous

VII. PROPOSAL BY ROB SONTAG TO VOLUNTARILY PLACE HIS VOLUNTEER STATUS ON SUSPENSION

- Motion to Accept proposal by Rob Sontag to voluntarily place his Volunteer Status on Suspension: Marvin Miller
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

VIII. ADJOURNMENT

- Motion to Adjourn: Marvin Miller
 - Seconded by: Debra Medved
 - Discussion: None
 - Vote: Unanimous
-
- **Next regular meeting scheduled for September 21st, 2004 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 17TH, 2004 MINUTES OF THE FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

John A. McKenry, III

John Findling

Marvin Miller

Richard Kunter

Debra Medved