

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
February 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, February 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.

Attendance

Board Members

Jack McKenry

John Findling

Marvin Miller

Rick Hughes

Richard Kunter

Other Members

Tim Hendrix

John Kilpatrick

Rob Sontag

Stacy Dorian

Tim Cusick

Dick Scheurer

Glen Saraduke

I. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion made to approve agenda as amended by: Marvin Miller
- Seconded by: John Findling
- Discussion: Rob Sontag added one agenda item to be discussed; Item II.C.
- Vote: Unanimous

B. Review and Approve Minutes of the January 20th, 2004 Regular Meeting:

- Motion made to approve minutes as amended by: Marvin Miller
- Seconded by: John Findling
- Discussion: Tim Cusick asked that we clarify his statement on the 2003 budget amendment. Tim Cusick asked that his statement be corrected to state, "The District submitted the recommendation for the 2003 budget amendment".
- Vote: Unanimous

II. FINANCIAL MATTERS

- A. Review And Approve Payment Of Claims Through The Period Ending February 17th, 2004 Totaling \$42,679.55 For Operations
- Motion made to approve payment of claims through period ending February 17th 2004 by: Marvin Miller
 - Seconded: Richard Kunter
 - Discussion: Rob Sontag explained the details of 2 specific claims, check # 5892 and check # 5860. Rob explained that check #5892 was for our quarterly insurance payment, and check # 5860 was to repair the damage done to the Grapevine station door.
 - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements For The Period Ending January 31st, 2004.
- Motion made to approve un-audited financial statements for period ending January 31st, 2004 by: Richard Kunter
 - Seconded by: Marvin Miller
 - Discussion: Tim Cusick reviewed the un-audited financial statements to the Board's satisfaction. Rob Sontag clarified the damage from the Grapevine and the Lookout stations garage door repairs. John Findling asked for clarification on a line item regarding our new recruit's academy and certification fees. John Findling asked for more detail on the fleet status report with regard to expenditure history. John Findling asked that we make the fleet status report a running report.
 - Vote: Unanimous
- C. Consideration of Board Resolution 04-0001
1. The President of the Board convened a public hearing for the purpose of hearing public comment on Resolutions 04-0001 and 04-0002 at 6:43 PM, there being no public comment to be presented the Public Hearing was closed at 6:44 PM.
- Motion to adopt resolution 04-0001: Richard Kunter
 - Seconded: John Findling
 - Discussion: None
 - Vote: Unanimous

 - Motion to adopt resolution 04-0002: Richard Kunter
 - Seconded: Marvin Miller
 - Discussion: None
 - Vote: Unanimous
- E. Tim Cusick was directed by the Board to disclose the Steve Close letter to preserve the right to litigation in the audit.

III. LEGAL MATTERS

- A. Status Of Denver Agreement Discussions – Dick Scheurer informed the board that the Board will need to file a request for Declaratory Judgment. Action towards this continues. Tim Cusick reported to the board that the emergency reserves can be used for legal fees.
- B. Discussion of 2004 Fee Schedule – Rob Sontag informed the Board that this item has been tabled until further. Dick Scheurer updated the Board on the current status of this item.
- C. Dick Scheurer updated the board of the most recent response he has had from Steve Close and his attorney.

IV. DEPARTMENT ISSUES

- A. Administrator's Report.
 - 1. Discussion of Dept Management Reports - Rob Sontag updated the Board on the move to equip some of our members with 800 MHZ antennas due to poor reception. Rob Sontag updated the Board on the "Weapons of Mass Destruction" order that has been delayed due to paperwork problems on the county level. Rob Sontag updated the Board on the overview of the management reports. Marvin Miller asked to see how many training hours each firefighter has, and for clarification on some potentially incorrect hour reporting.
- B. Fire Marshal's Report
 - 1. Glen Saraduke updated the Board on his Fire Marshal report. Rick Hughes asked about the water heater being located inside the sleeping quarters, and if this was a hazard. Glen Saraduke updated the board on the addition of a window in the new sleeping quarters at Rainbow Hills, and that the water heater inside the dayroom was not a hazard per the departments adopted fire code. Rick Hughes asked about removing the water heater and installing an "on demand hot water heater" set up at the Rainbow Hills station.
- C. Chief's Report
 - 1. Deputy Chief Deb Gillis updated the Board on the 5 new recruits we have in the Genesee Fire Academy. One of our recruits was in an accident recently, but will try to complete the course. We have 2 recruits that will sit for the firefighter 1 test. The membership has given the shift system mostly positive feedback. With that, the department will continue with the shift system and we will have a supplemental sign up board that will be voluntary and in 6 hours intervals. Deb Gillis updated the Board on some of our calls over the past month, and the excellent response from our membership, especially John Kilpatrick and Ed Daniels.

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

1. Dell Network Server Replacement for Current Server.

- Motion made to approve purchase of replacement server with increased hard drive space by: Richard Kunter
- Seconded by: Marvin Miller
- Discussion: Rob Sontag fielded questions about the need for this purchase, and noted that this item has been budgeted for. Rick Hughes asked about the details of the current server, and the one that is too be purchased. Rob Sontag informed the Board of the details of these respective servers. John Findling asked that a larger Hard Drive in the system be looked into.
- Vote: Unanimous

E. Status Report from Support Auxiliary – John Kilpatrick updated the Board on the recent dinner the auxiliary put on for the new recruits. John Kilpatrick updated the Board on the continued desire of the auxiliary to continue to help the department.

F. Status Report on the Communications Authority. – Ed Daniels and Rob Sontag will be meeting on the 24th at Genesee FD to discuss the current status of our department and other local departments with the communications authority.

V. ADJOURNMENT

- Motion made to adjourn at 7:36PM by: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

- **Next regular meeting scheduled for March 16th, 2004 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL FEBRUARY 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

W.R. "Rick" Hughes