

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
JUNE 22<sup>nd</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, June 22<sup>nd</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

Marvin Miller

Debra Medved

Others in Attendance

Dick Scheurer – District Attorney

Rob Sontag – District Manager

Tim Cusick – District Accountant

Jacob Sliemers - Chief

Deb Gillis – Deputy Chief

Jon Schreiner – Assistant Chief

Brad Danek – Captain

Bob Schwartz - Captain

Ron Potter - Captain

Justin Dusdal – Firefighter

Dave Danek – Firefighter

Glen Saraduke – Firefighter

Josh Wenninger – Firefighter

Craig Moilanen – Firefighter

Patrick Ahern – Firefighter

Jen Sliemers - Firefighter

Carol Lomand – District Resident

Damon Brown – Highland Rescue Team Paramedic

Matt Solano – Highland Rescue Team Board of Directors President

## II. ADMINISTRATIVE MATTERS

### A. Approve Agenda.

- Motion to Approve Agenda with Amendments: Marvin Miller
- Seconded by: John Findling
- Discussion: Need to add item III. C for a presentation by Matt Solano regarding the Highland Rescue Team seeking Ambulance District status, item V. F for a Community Input from Department Members, and make Item VI. an Executive Session for Attorney Client Privilege and for a Personnel Matter. Adjournment is moved to Item VII..
- Vote: Unanimous

### B. Review and Approve Minutes of the May 18<sup>th</sup>, 2004 Regular Meeting

- Motion to Approve Minutes of the May 18<sup>th</sup>, 2004 Regular Meeting : Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

## III. FINANCIAL MATTERS

### A. Review And Approve Payment Of Claims Through The Period Ending June 22<sup>nd</sup>, 2004 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending June 22<sup>nd</sup>, 2004 For Operations totaling \$80,449.64 : Marvin Miller
- Seconded by: Richard Kunter
- Discussion: Rob Sontag and Tim Cusick explained that the reason our claims were so high this month is due to one of the lease payments coming due. The board asked about a couple of check which were explained to their satisfaction and approval.
- Vote: Unanimous

### B. Review And Accept Un-Audited Financial Statements For The Period Ending May 31<sup>st</sup>, 2004.

- Motion to Accept Un-Audited Financial Statements For The Period Ending May 31<sup>st</sup>, 2004 : Richard Kunter
- Seconded by: Marvin Miller

- Discussion: Tim Cusick reviewed his report to the Board and informed the Board that he and the Budget Committee would be doing the Quarterly review of the budget to be presented at the July Board meeting.
- Vote: Unanimous

C. Presentation by Matt Solano regarding Highland Rescue Team Ambulance Service (HRT) seeking Special District status.

- Discussion: Mr. Solano outlined the process HRT is going through as well as the need for HRT to seek Special District status. If approved, HRT would seek a maximum of 2 mills from the electorate. Dick Scheurer informed the Board that the proposal could affect Foothills Fire Protection District in two ways. First, it might limit the ability of the District to obtain bonds in the future. Second, HRT's Ambulance District would preclude Foothills Fire Protection District from providing Ambulance transport in the future.

IV. LEGAL MATTERS

- Discussion: Dick Scheurer reported that after looking into the matter that he could find no provisions that would preclude a paid member of the staff from receiving credit towards his paid pension with FPPA and his volunteer pension with FPPA provided he met the active service requirements for both.

B. Status Of Denver Legal Action

- Discussion: The motion to dismiss that had been filed by Denver was denied by the Court; hence, Denver has to answer our complaint. Dick Scheurer is expecting a meeting with Denver in the near future to try and resolve the issue.

C. Discussion of 2004 Fee Schedule

- Motion to Adopt Resolution 04-0010 to Affirm District Response and Fire Prevention Fees: Marvin Miller
- Seconded by: John Findling
- Discussion: This motion clarifies the currently set forth fee schedule so there is no confusion as to the latest version of the fees schedule.
- Vote: Unanimous

D. Consideration of Resolution 04-0007 to vote in the FPPA election to modify the District's Pension Plan.

- Motion to Adopt Resolution 04-0007 to vote in the FPPA election to modify the District's Pension Plan : Richard Kunter
- Seconded by: Marvin Miller

- Discussion: This resolution registers the District's Official Vote with FPPA regarding proposed amendments to the plan.
- Vote: Unanimous

E. Consideration of Resolution 04-0008 to Appoint the Chief of the Dept as the District's Fire Code Official.

- Motion to Adopt Resolution 04-0008 to Appoint the Chief of the Dept as the District's Fire Code Official : Marvin Miller
- Seconded by: John Findling
- Discussion: This motion simply reinstalls the Fire Chief as the Fire Marshal and hence the Fire Code Official for the District. A power which had been delegated to the Fire Marshal a position which had been held by other members of the Dept in past years.
- Vote: Unanimous

F. Consideration of Resolution 04-0009 to add administrative employees to the District's Pension Plan.

- Motion to Adopt Resolution 04-0009 to add administrative employees to the District's Pension Plan : John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

V. DEPARTMENT ISSUES

A. Administrator's Report.

- Discussion: The District was presented a check from the Girl Scouts of America Denver Chapter in appreciation of our services to them at their Katherine Craig Camp which is within the District. Mr. Sontag was directed to cash the check.
- Motion to grant a Leave of Absence to Wade Kellogg for 6 months: John Findling
- Seconded by: Debra Medved
- Discussion: Wade has requested a leave to allow him to attend Paramedic School.
- Vote: Unanimous
- Motion to grant a Leave of Absence to Kristina Emperor for 6 months: Richard Kunter
- Seconded by: Marvin Miller

- Discussion: Kristina has requested a leave to provide for her recently adopted daughter from China.
- Vote: Unanimous
  
- Motion to grant a Leave of Absence to Josh Wenninger for up to 6 months: John Findling
- Seconded by: Richard Kunter
- Discussion: Josh has requested a leave to allow him to heal from an injury sustained outside of his duties with the Dept.
- Vote: Unanimous
  
- a. Discuss Attendance of Board Members at SDA annual conference.
  - Discussion: Debra Medved and Richard Kunter are to attend the Conference with District Administrator Sontag. Mr. Sontag is to make reservations for the three of them.

B. Chief's Report

- Discussion: The dept hired Randy Groe and Chris Brunette to fill the vacant positions. The chiefs are working on a solution to deal with the provisions of recent changes in traffic law in relation to volunteers using emergency lights and sirens on personal owned vehicles. "The Dead" came to Red Rocks this month. Foothills worked closely with the operators of the Chief Hosa campground to minimize calls into the campground and to provide for maximum fire safety during the event.

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

- None to Approve

D. Status Report From Support Auxiliary

- No one present to report from the Auxiliary

E. Status Report on the Communications Authority.

- Nothing to report.

F. Community Input By Dept Members

- Glen Saraduke
  - a. Suggested a policy banning volunteers from being on the paid staff at the same time.

- b. Requested a status update from the personnel committee on the letters he submitted at the last meeting of the Board. Marvin Miller told him that the letter from the Auxiliary had been dealt with and Mr. Saraduke's letter will be responded to this week
- Pat Smith
  - a. Requested an update on the status of his request to have the District's records audited. He was told they would be audited per the District's guidelines.
  - b. Requested a clarification of when a paid member of the staff is paid and when he might be acting as a volunteer. Was told that essentially if the member responds from work during business hours he is functioning as a paid member otherwise he is a volunteer.
  - c. Asked the board if they were ok with waiting until October to hold the First Responder Class. Was told that the board was ok with the chief's decisions regarding the matter.
- Dave Danek
  - a. Asked how the hiring committee was put together. Was told that it was put together as it had been in past hiring.
  - b. Asked if the Personnel Committee will report back on their findings. Was told that they would report back to the membership at the next membership meeting.
  - c. Asked if the minutes from the June Membership Meeting were distributed to the Personnel Committee. Was told that they were.
  - d. Asked if there was a timeline identified to correct issues identified. Was told there was not a set deadline but rather it was an ongoing process. Glen Saraduke and Brad Danek seconded that they would like a timeline identified.

VI. EXECUTIVE SESSION FOR PERSONNEL MATTERS AND ATTORNEY CLIENT PRIVILEGED DISCUSSION.

- Motion to Adjourn to Executive Session at 8:21PM with Debra Medved excused: Marvin Miller
- Seconded by: John Findling
- Discussion: Need to discuss two personnel matters and one legal matter
- Vote: Unanimous
  
- Motion to Return From Executive Session at 9:16 PM: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

VII. ADJOURNMENT

- Motion to Adjourn: Richard Kunter
  - Seconded by: Marvin Miller
  - Discussion: None
  - Vote: Unanimous
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- **Next regular meeting scheduled for July 20th, 2004 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL JUNE 22<sup>nd</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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Debra Medved