

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
May 18th, 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, May 18th, 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
Rick Hughes (last meeting)
Debra Medved (first meeting)

Others in Attendance

Dick Scheurer – District Attorney
Rob Sontag – District Manager
Tim Cusick – District Accountant
Jacob Sliemers - Chief
Deb Gillis – Deputy Chief
Brad Danek – Captain
John Kilpatrick – Captain
Bob Schwartz - Captain
Ron Potter – Captain
Pat Smith - Captain
Julie Madsen – Reserve
Brian Zoril – Firefighter
Casey Brigham – Firefighter
Justin Dusdal – Firefighter
Dave Danek – Firefighter
Damon Brown – Firefighter
Glen Saraduke – Firefighter
Stacy Dorian – Firefighter
Todd Shapleigh – Firefighter
Carol Lomand – District Resident
Norm Kirsch – District Resident

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda with Amendments: Marvin Miller
- Seconded by: John Findling
- Discussion: Added item IV. G. Executive Session for Attorney Client Privilege.
- Vote: Unanimous

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

- Motion to Approve Minutes of the April 20th, 2004 Regular Meeting: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

III. FINANCIAL MATTERS

A. Swearing in of elected Board Members Medved, Kunter, and Miller.

- Motion to Swear in Board Members Medved, Kunter, and Miller: Marvin Miller
- Seconded by: Richard Kunter
- Discussion: Board President McKenry administered the oaths of office to the three Board Members
- Vote: Unanimous

B. Review And Approve Payment Of Claims Through The Period Ending April 20th, 2004 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending April 20th, 2004: Richard Kunter
- Seconded by: Marvin Miller
- Discussion: Rob Sontag was instructed to review the communications bills to lower expenses.
- Vote: Unanimous

C. Review And Accept Un-Audited Financial Statements For The Period Ending April 30th, 2004.

- Motion to Accept Un-Audited Financial Statements For The Period Ending April 30th, 2004: Marvin Miller
- Seconded by: Richard Kunter
- Discussion: Rob Sontag was instructed to explore Personnel Recognition and other overages to ensure we are within budget by the end of the year.
- Vote: Unanimous

IV. LEGAL MATTERS

A. Status Of Denver Legal Action

- Discussion: Will be discussed in executive session due to pending litigation.

B. Discussion of 2004 Fee Schedule – Tabled

C. Appointment of Board Members to Board Positions of President, Vice President, Treasurer, and Assistant Secretaries.

- Motion to Have Members retain their current positions with the substitution of Debra Medved for Rick Hughes as Assistant Secretary: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

D. Consideration of Resolution 04-0006 to Appoint Rob Sontag as the District's Fire Marshal

- Motion to Adopt Resolution 04-0006 to Appoint Rob Sontag as the District's Acting Fire Marshal : Marvin Miller
- Seconded by: John Findling
- Discussion: The members feel that having the administrator as the fire marshal would take too much time away from district administration duties and would be too much authority in one position. Selection of a solution to providing the District with a Fire Marshal was delegated to the Personnel Committee to report back at the next Board Meeting.
- Vote: Unanimous

V. DEPARTMENT ISSUES

A. Presentation By Glen Saraduke

- Discussion: Mr. Saraduke presented two letters expressing some concerns about how the District was being run. The letters were given to District's Attorney Scheurer to review for personnel information and referred to the Personnel Committee for potential action. Pat Smith asked that the Board have the District's Finances Audited. He was told that the District's Finances are audited every year and will be for this year as well as is district policy and state law.

B. Administrator's Report (enclosed).

- Letter from Carol Keen
 - Motion to Confirm the Invoice Review Committee's Findings : Marvin Miller
 - Seconded by: Richard Kunter
 - Discussion: The members asked the District Manager to obtain the Colorado State Patrol Report for the incident and to get the CSP officers name for confirmation. They also asked the Chief to look into getting digital cameras to put onto the engines for visual reference of accident scenes.
 - Vote: Unanimous
- Motion to appoint Billing Review Committee
 - Motion to appoint Richard Kunter and Debra Medved to the Billing Invoice Review Committee: John Findling
 - Seconded by: Marvin Miller
 - Vote: Unanimous
- Discussion of Highland Rescue Team's petition to become an Ambulance District.
 - Discussion: Rob Sontag is to get all information to the appointed committee of Jack McKenry and Debra Medved regarding the issue and they will discuss with the President of the HRT board Matt Solano.

C. Chief's Report

- Discussion: The chief discussed the current status of the dept.

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

- Nothing to report

E. Status Report From Support Auxiliary

- Pancake breakfast will be held June 6th, 2004 at the Lookout Station. The auxiliary looks forward to a large turnout of firefighters and District Residents.

F. Status Report on the Communications Authority.

- Nothing to report

G. Executive Session for Attorney Client Privilege

- Motion to move to Executive Session for Attorney Client Privilege to discuss Pending Litigation with the City and County of Denver: Marvin Miller
- Seconded by: John Findling
- Vote: Unanimous

H. Change date of Next Meeting

- Motion to move the date of the Next meeting to the fourth Tuesday in June due to absences of Board members the third week in June: John Findling
- Seconded by: Marvin Miller
- Vote: Unanimous

VI. ADJOURNMENT

- Motion to Adjourn: Marvin Miller
- Seconded by: John Findling
- Vote: Unanimous

- **Next regular meeting scheduled for June 22nd, 2004 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL MAY 18TH, 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