

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
APRIL 19TH, 2005 (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 19th, 2005 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

Marvin Miller (Acting President in the Absence of John A. McKenry, III)

John Findling

Debra Medved

Richard Kunter

Others in Attendance

Dick Scheurer – District's Attorney

Tim Cusick – District's Accountant

Rob Sontag – District Administrator

John Kilpatrick – Chief

Jon Schreiner – Assistant Chief

Patrick J. Ahern – Captain

Brad Danek – Captain

Dave Danek – Captain

Justin Dusdal – Firefighter

Ron Potter - Firefighter

Josh Wenninger – Firefighter

Christopher Brunette – Firefighter/Operations Assistant

Netti Calvi – Highland Rescue Team Ambulance District

PJ Turner – HRTAD Representative

John M. Wells – Alpine Rescue Team

Kim H. Goldberger – Alpine Rescue Team

- Motion to Excuse John A. McKenry, III : John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda as Amended: Debra Medved
- Seconded by: John Findling
- Discussion: Chief Kilpatrick requested that an Executive Session be added to discuss personnel issues.
- Vote: Unanimous

B. Review and Approve Minutes of the March 15th, 2005 Regular Meeting

- Motion to Approve Minutes of the March 15th, 2005 Regular Meeting as Amended: John Findling
- Seconded by: Debra Medved
- Discussion: Tim Cusick requested that the wording of the discussion under III,A be modified.
- Vote: Unanimous

III. PRESENTATION BY ALPINE RESCUE TEAM RE: THEIR PROPOSED EXPANSION

- Motion to Accept, in Concept, a Twenty Year Lease Extension to the Current Lease Granted to Alpine Rescue Team for the Rainbow Hills Property, Bringing the End Date to 2048, in Exchange for a Training Room Provided by Alpine Rescue Team for Foothills Fire & Rescue: Debra Medved
- Seconded by: John Findling
- Discussion: John M. Wells and Kim H. Goldberger presented on behalf of Alpine Rescue Team. They advised Alpine Rescue Team is seeking an extension of their lease on the Rainbow Hills property for two terms at twenty years apiece. The Board advised they are only interested in a one term extension at twenty years, bringing the agreement to the year 2048. In return, the Board requested a training room be provided to Foothills Fire & Rescue. Alpine Rescue Team agreed to these terms and the Board tasked Dick Scheurer with drafting an agreement.
- Vote: Unanimous

IV. FINANCIAL MATTERS

A. Review And Approve Payment Of Claims Through The Period Ending April 19th, 2005 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending April 19th, 2005 For Operations totaling \$37,361.47: John Findling
 - Seconded by: Richard Kunter
 - Discussion: The Board asked for an explanation on the charges for Fleet Maintenance. Chris Brunette explained each charge.
 - Vote: Unanimous
- B. Review And Accept Un-Audited Financial Statements for the Period Ending March 31st, 2005.
- Motion to Accept Un-Audited Financial Statements For The Period Ending March 31st, 2005: Richard Kunter
 - Seconded by: Debra Medved
 - Discussion: Tim Cusick expressed his concern for the increasing Fleet Maintenance expenditures. He advised that the District might want to look at placing constraints on future Fleet expenses.
 - Vote: Unanimous
- C. Presentation by District's Accountant on the Effect on the District's Finances if the District Conveys the Ambulance the Foothills Fire Protection District Has Been Leasing to Highland Rescue Team Ambulance District
- Discussion: Tim Cusick presented the effect on the District's Finances if the District Conveys the Ambulance to Highland Rescue Team Ambulance District. The Board asked of PJ Turned what HRTAD is doing to inform the community in Idledale of the changes being made there. Ms. Turned advised that they held a meeting in Idledale, but no members of the community attended. Ron Potter advised that several members of the Idledale community expressed interest in attending the meeting, but never saw a posted notice of the meeting. Mr. Potter asked that another meeting be held in Idledale. PJ Turner agreed to work with Mr. Potter to get a second meeting set up in Idledale.

V. LEGAL MATTERS

A. Discussion of the Status of the Denver Agreement

- Discussion: Dick Scheurer advised that the Judge has not yet made a decision in the case.

B. Discussion of the Status of the Resolution of the Boundary Discrepancy at the Lookout Mountain Station

- Discussion: Dick Scheurer advised the Board that a portion of the house located to the north of the Lookout Mountain Station was built on the District's property. Dick Scheurer, Rob Sontag, and Marvin Miller met with the owner of the property and came up with two solutions – the first, to convey the land to the homeowner in return for an agreement that no more will be built on it and an easement to allow our needed setback for the proposed station addition to be on their property. Or, the second solution would be to recapture the land and provide the homeowner with an easement for the land his house sits on. The Board requested that Mr. Scheurer look into the legal ramifications of proceeding with either solution.

VI. DEPARTMENT ISSUES

A. Administrator's and Fleet Status Reports.

1. Acceptance of the Appendices to the Long Range Plan

- Motion to Accept the Appendices to the Long Range Plan: John Findling
- Seconded by: Debra Medved
- Discussion: John Findling presented the Appendices to the Long Range Plan and advised that a water supply map will be added to appendix C. The Board requested Tim Cusick to prepare a financial projection based on the Long Range Plan.
- Vote: Unanimous

2. Acceptance of the Request for Proposal Packets to be Sent to Prospective Builders of the Water Tender to be Stationed at the Lookout Mountain Station

- Motion to Accept the Request for Proposed Packets to be Sent to Prospective Builders of the Water Tender to be Stationed at the Lookout Mountain Station: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

3. Discussion of Attendance at the SDA's Regional Conferences for Board Members and District Staff

- Motion to Send Rob Sontag, Rosi Quintana, Richard Kunter, and Debra Medved to the SDA Regional Conference: Richard Kunter

- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

B. Chief's Report

1. Calls

- Total number of calls since March 15th – Approximately 57 calls
- Total calls for first quarter 2005 - 116
 Total calls for first quarter 2004 - 130, 2nd qtr. 157, 3rd qtr. 124, 4th qtr. 131:Total 542
 Total calls for first quarter 2003 - 189, 2nd qtr. 159, 3rd qtr. 178, 4th qtr. 115:Total 641
 Total calls for first quarter 2002 - 152, 2nd qtr. 150, 3rd qtr. 187, 4th qtr. 135:Total 624
- Avg. calls per quarter 2002 through 2004
 - 1st qtr. 157
 - 2nd qtr. 155
 - 3rd qtr. 163
 - 4th qtr. 127

- IAFC Conference, Denver, CO – The following members would like to attend the conference on August 11 to 13. Would the department be willing to pay the \$395 registration fee? If so, for how many?

Chief John Kilpatrick
 Assistant Chief Jon Schreiner
 Captain Patrick Ahern
 Captain Stacy Dorian
 District Administrator Rob Sontag
 Firefighter Bob Schwartz

- Discussion: The Board is willing to utilize District funds to pay for the registration fee under the condition Chief Kilpatrick locates the funds in the current budget.
- Successful cleaning day at Idledale Station on April 2nd. Cleaned all of station and washed fire trucks, also repaired the waste water line to the septic tank
 - Pancake Breakfast coming on June 5, 2005 at Lookout Mountain Station
 - Fire Marshall Issues:
 - Garage at Buffalo Preserve caretakers property
 - Alarm system and egress at Pahaska Teepee.
 - Updates and changes at Chief Hosa
 - Consent letter for Zalen property on Westview Ave.

C. Approval of purchase requisitions for department supplies and equipment

1. Approval of Purchase of Replacement Computers for the Fire Inspector and the Operations Assistant

- Discussion: Due to the current concern expressed in regards to the total expenditures to date, the Board made the decision not to approve the purchase of replacement computers for the Fire Inspector and Operations Assistant at this time.

2. Approval to Repair Hurst Hydraulic Power Unit on 581

- Motion to Approve Repairs to the Hurst Hydraulic Power Unit on 581: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

D. Status report From Support Auxiliary

- Discussion: None

VII. EXECUTIVE SESSION

- Motion to Include the Minutes of the Executive Session in the Regular Meeting Minutes: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

A. Resignations from Foothills Fire & Rescue

1. John and Kristina Emperor – Do not have enough time to fulfill the requirements due to adopting a new baby and opening a new business.
2. Robert Fulmer – Not able to complete certification requirements.
3. David Mealiff – Moved out of state.
4. Melissa Paukune – Still need a letter of resignation from her.
5. Sean Malone – Contemplating resignation due to family commitments.
6. Donna Hankett – Resigned from academy due to claustrophobia.

B. Request for Leave of Absence from Sue Przkwas

- Motion to Grant Sue Przkwas a Leave of Absence from March 1st to May 31st:
Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

C. IMT Deployment for Paid Staff

- Discussion: Chief Kilpatrick advised that some of the membership is concerned about the paid staff leaving the district on IMT deployments. The Board clarified that the district is reimbursed for any salary earned by paid staff while on an IMT deployment. The Board also advised that they believe the IMT deployments are a good opportunity for the paid staff to represent the district and as such they support the staff taking IMT deployments.

VIII. ADJOURNMENT

- Motion to Adjourn at 21:29: John Findling
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous
- **Next regular meeting scheduled for May 17th, 2005 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL APRIL 19TH, 2005 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