

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
FEBRUARY 15TH, 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, February 15th, 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

John A. McKenry, III
John Findling
Marvin Miller

Others in Attendance

Dick Scheurer – District’s Attorney
Tim Cusick – District’s Accountant
Rob Sontag – District Administrator
John Kilpatrick – Chief
Jon Schreiner – Assistant Chief
Brad Danek – Captain
Dave Danek – Captain
Stacy Dorian – Captain
Justin Dusdal – Firefighter
Christopher Brunette – Firefighter/Operations Assistant
Bill Easterling – Highland Rescue Team Ambulance District
Peggy Layton – Highland Rescue Team Ambulance District

- Motion to Excuse Debra Medved and Richard Kunter: 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: John Findling
- Discussion: Add an Executive Session to Discuss Personnel and Legal Matters under VI and Adjournment will move to VII. Chief Kilpatrick advised that two new items have been added to his report. Marvin Miller requested that the discussions for III,C and IV,C be held until all HRTAD members arrive.
- Vote: Unanimous

B. Review and Approve Minutes of the January 18th, 2005 Regular Meeting

- Motion to Approve Minutes of the January 18th, 2004 Regular Meeting as Amended: Marvin Miller
- Seconded by: John Findling
- Discussion: Tim Cusick requested that the wording of V,C,2 be changed to read that he “recommended,” rather than “asked” for the documents to go to Chief Kilpatrick and his staff.
- Vote: Unanimous

III. FINANCIAL MATTERS

A. Review And Approve Payment Of Claims Through The Period Ending February 15th, 2005 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending February 15th, 2005 For Operations totaling \$52,732.85: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

B. Review And Accept Un-Audited Financial Statements for the Period Ending January 31st, 2005.

- Motion to Accept Un-Audited Financial Statements For The Period Ending January 31st, 2005: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

C. Discussion Of the Proposed Renewal of the Lease for the Ambulance in Idledale

- Discussion: Bill Easterling presented. Mr. Easterling explained why the ambulance was pulled from the Idledale station and why the decision was made to go to 3 ambulances from 4. He also advised that he and the HRTAD Board will be having Public Relations sessions in Idledale to explain all the same information to the community members there. Marvin Miller advised he would like the “termination terms” changed so as to include a means for which FFR to terminate the agreement, rather than the current read where only HRTAD has these terms. Mr. Miller also advised he would like another meeting arranged between the HRTAD council and the FFR council to re-word the lease agreement to provide for some consideration to Foothills.

D. Discussion of CSFS 2005 Cooperative Resource Rate Forms (CRRF)

- Discussion: Rob Sontag presented. Mr. Sontag explained that the original form that was sent in by the District was refused by the Colorado State Forest Service, pointing out too high of rates for their reasoning. Mr. Sontag advised he then sent another form requesting their maximum rate which is lower than the District’s operating cost for our equipment. Again, the CSFS refused the form. Mr. Sontag asked for permission from the Board to go to the CSFS to explain the need to be accepted at the maximum rate. The Board approved that Rob Sontag and Chief Kilpatrick may go to the CSFS for explanation.

E. Acceptance of the VFIS Proposal for Insurance

- Motion to accept the VFIS Proposal for Insurance: Marvin Miller
- Seconded by: John Findling
- Discussion: Rob Sontag advised the bid from VFIS is \$2000.00 less than last year’s bid and that no other insurance agency placed a bid.
- Vote: Unanimous

IV. LEGAL MATTERS

A. Discussion of the Status of the Denver Agreement

- Discussion: Dick Scheurer advised that the representatives of FFPD and Denver Fire Protection District have been called forward for oral argument on Thursday, February 17th. Mr. Scheurer advised he needed Rob Sontag and one Board member present to represent the District – John A. McKenry volunteered to be available.

B. Discussion of the Letter From the Jeffco Sheriff's Office Re: "Fill the Boot"

- Discussion: As an advisory notice to the Board, Mr. Schuerer presented the letter from JCSO stating that "Fill the Boot" may no longer take place on the public right of way.

C. Discussion of the Proposed "Assignment of Agreement" from Highland Rescue Team Ambulance District

- Motion to Accept the Proposed "Assignment of Agreement" from Highland Rescue Team Ambulance District as Amended: Marvin Miller
- Seconded by: John Findling
- Discussion: Dick Schuerer answered any legal questions regarding the document and advised he saw no issues with the Board accepting the document. The Board agreed to accept the document under the provision that the stated \$11,000.00 was required for 1997 only – HRTAD agreed.
- Vote: Unanimous

D. Discussion on the Upcoming "Firefly" Release (Not on Original Agenda)

- Discussion: Dick Schuerer asked to use this opportunity to discuss the upcoming release of the "Firefly". Mr. Scheurer asked that the Board have an article regarding the status of the Denver Agreement in the upcoming "Firefly". Rob Sontag advised he would like to see an article regarding the situation at 1006 and 1008 Lookout Mountain Road. Chief Kilpatrick advised he would talk to Ken Spencer in regards to both.

V. DEPARTMENT ISSUES

A. Administrator's and Fleet Status Reports.

- Discussion: Rob Sontag presented and gave an update on the status of 543 and 570. Mr. Sontag also advised he has the GPS unit to test out on 543.

B. Chief's Report

1. Calls

- Total number of calls since January 19th – Approximately 34 calls
- Patient evacuation by crane at construction site on Blue Ridge Road 2/2/05

2. CTS Truck Service

- Discussion: Chief Kilpatrick handed out a copy of concerns he and another member had with the work completed by CTS on the District's apparatus. Chief Kilpatrick advised he addressed the concerns with Rob Sontag and Chris Brunette and reported what was found after further research regarding each concern. He also advised there are areas that will need to be worked on in the future and has addressed them accordingly.

3. SOGs for:

a. REHAB Operations on Major Incidents

- Motion to Adopt the SOG for REHAB Operations on Major Incidents: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

b. Uniform Allowance of \$50.00 per year in 2005 for Firefighters

- Motion to Adopt the SOG Granting Firefighters a Yearly Uniform Allowance as Amended: John Findling
- Seconded by: Marvin Miller
- Discussion: Marvin Miller asked Tim Cusick if the District can afford, under the current budget, to grant each firefighter a \$50.00 uniform allowance in 2005. Mr. Cusick advised the District should be able to afford it. Marvin Miller asked that the motion be amended to grant the firefighters a uniform allowance of \$50.00 per firefighter in 2005.
- Vote: Unanimous

c. Purchase Requisition Authorization Revisions

- Motion to Adopt the SOG for Purchase Requisition Authorization Revisions: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

4. CDOT sign on I-70

- Discussion: Chief Kilpatrick advised that CDOT is unwilling to accommodate a request to place a sign on I-70.

C. Approval of purchase requisitions for department supplies and equipment

1. Discussion of a proposal from “Shove It” plowing to snow plow the Grapevine and Idledale stations.

- Motion to Accept the Proposal From “Shove It” Plowing to Snow Plow the Idledale Station: John Findling
- Seconded by: Marvin Miller
- Discussion: It was advised that the Grapevine station already has a plow service provided, but Idledale station is in need of plow service.
- Vote: Unanimous

D. Status report From Support Auxiliary

- Discussion: Chief John Kilpatrick presented on behalf of the Auxiliary. He advised that the Auxiliary is getting geared up to assist in Rehab of firefighters on scene.

VI. EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS

- Motion to move to Executive Session at 20:24 for personnel and legal matters: Marvin Miller
- Seconded By: John Findling
- Discussion: None
- Vote: Unanimous

- Motion to come out of Executive Session at 20:50: John Findling
- Seconded by: Marvin Miller
- Vote: Unanimous

- Motion to Increase District Administrator Rob Sontag’s salary by 5%, effective March 1st: Marvin Miller
- Seconded by: John Findling
- Vote: Unanimous

VII. ADJOURNMENT

- Motion to Adjourn: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous
- **Next regular meeting scheduled for March 15th, 2005 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL FEBRUARY 15TH, 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