

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
JUNE 21ST, 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, June 21<sup>st</sup>, 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)  
Debra Medved  
Richard Kunter

Others in Attendance

Dick Scheurer – District's Attorney  
Tim Cusick – District's Accountant  
Rob Sontag – District Administrator  
John Kilpatrick – Chief  
Patrick Smith – Deputy Chief  
Patrick Ahern – Captain  
Brad Danek – Captain  
Dave Danek – Captain  
Justin Dusdal – Firefighter  
Christopher Brunette – Firefighter/Operations Assistant  
Netti Calvi – HRTAD Board Representative  
Bill McCartney – Commercial Truck Services  
Kathleen Stier – District Resident  
Mike Ratkiewicz – Hess Avenue Resident  
Brenda Ratkiewicz – Hess Avenue Resident

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

## II. ADMINISTRATIVE MATTERS

### A. Approve Agenda.

- Motion to Approve Agenda as Presented: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

### B. Review and Approve Minutes of the May 17<sup>th</sup>, 2005 Regular Meeting

- Motion to Approve Minutes of the May 17<sup>th</sup>, 2005 Regular Meeting as Presented: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

## III. RESOLUTION OF CONVEYANCE OF THE DISTRICT'S AMBULANCE TO HIGHLAND RESCUE TEAM AMBULANCE DISTRICT

### A. Review and Approve the Resolution of Conveyance of the District's Ambulance to Highland Rescue Team Ambulance District

- Motion to Approve the Resolution of Conveyance of the District's Ambulance to Highland Rescue Team Ambulance District: Richard Kunter
- Seconded by: Debra Medved
- Roll Call Vote: Marvin Miller – Aye, Richard Kunter – Aye, Debra Medved – Aye, John Findling – Absent, John A. McKenry, III – Absent
- Discussion: Dick Scheurer explained that the signed resolution will allow the District to sign the ambulance over to HRTAD. The budget adjustment for the conveyance of the ambulance will be presented in July.
- Vote: Unanimous

## IV. FINANCIAL MATTERS

### A. Review And Approve Payment Of Claims Through The Period Ending June 21<sup>st</sup>, 2005 For Operations.

- Motion to Approve Payment Of Claims Through The Period Ending June 21<sup>st</sup>, 2005 For Operations totaling \$87,559.49: Richard Kunter
- Seconded by: Debra Medved
- Discussion: Check # 6624 to Colorado State Patrol for use of their driving track was pulled and cancelled due to FFR not using the track.
- Vote: Unanimous

B. Review And Accept Un-Audited Financial Statements for the Period Ending May 31<sup>st</sup>, 2005.

- Motion to Accept Un-Audited Financial Statements For The Period Ending May 31<sup>st</sup>, 2005: Richard Kunter
- Seconded by: Debra Medved
- Discussion: Tim Cusick presented an estimated budget shortfall of \$57,900.00 by the end of the year. The Board reminded Rob Sontag and Chief Kilpatrick that they have been asked to present at the July Board meeting ways in which they will save money in order to not have a budget shortfall.
- Vote: Unanimous

V. LEGAL MATTERS

A. Discussion of the Status of the Denver Agreement

- Discussion: Dick Scheurer advised that he and other members of the District met with Denver on June 20<sup>th</sup> to discuss the status of the Denver agreement. Mr. Scheurer advised that Denver Fire Chief Trujillo has agreed to tour the parks with our District representatives and attempt to come up with an agreement after doing so. He also advised Denver has applied for an appeal of the court ruling in this case.

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

- Discussion: Rob Sontag advised that a second survey has been found that places the section line at the fence line, rather than past the fence line as originally found. Planning and Zoning stated that they would like to adopt the section line that follows the current fence line. The Board generally agreed that this would be acceptable in order to resolve the issue with our neighbors.

C. Discussion of the Site Approval Process for the Addition at the Lookout Station

- Discussion: Dick Scheurer advised that the Site Approval Hearing will be held at 13:45 on June 22<sup>nd</sup> at Jefferson County Planning and Zoning. Our issue was moved to first on their agenda.

D. Discussion of the Status of the McCandless International Billing Dispute

- Motion to Allow Rob Sontag to Pursue a Claim Against McCandless International on Behalf of Foothills Fire Protection District in Small Claims Court for Damages to Unit 570: Richard Kunter

- Seconded By: Debra Medved
- Discussion: Dick Scheurer advised that he sent a letter to McCandless International to attempt to come to an agreement, without reply. He advised that to pursue this matter further would require a Board action, allowing Rob Sontag to pursue a claim in Small Claims Court.
- Vote: Unanimous

E. Discussion of the Addition to the Structure on the Property Leased to Alpine Rescue

- Discussion: Dick Scheurer advised he received a letter of agreement back from Alpine Rescue Team with a “rough-in” revision, stating that the quarters created for Foothills Fire & Rescue will be roughed in and FFR will have to finish the space.

VI. DEPARTMENT ISSUES

A. Administrator’s and Fleet Status Reports.

1. Discussion of SDA regional workshop and the discussion about Roberts Rules of Order

- Discussion: None

B. Chief’s Report

1. Proposed Amendment to SOG 12.6 “Attire”

- Motion to Accept the Proposed Amendment to SOG 12.6: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

2. Truck Committee Report

- Motion to Accept the Recommendation of the Truck Committee to Select “Deep South” as the Vendor for the Water Tender: Richard Kunter
- Seconded by: Debra Medved
- Discussion: The Truck Committee recommended that the District select “Deep South” as the vendor for the water tender to be built for the District.
- Vote: Unanimous

3. Calls

- Total number of calls since May 17<sup>th</sup> – Approximately 36 calls

4. "Fire I Academy graduation and 4<sup>th</sup> of July BBQ" for FFR members, recruits, and families on June 26<sup>th</sup>
5. Meeting with Denver Fire on June 20<sup>th</sup>
6. Rope Rescue course beginning in July
7. Successful completion of First Responder course for three active members in sight
8. Budget review to find funds for vehicle maintenance in second half of 2005

C. Approval of purchase requisitions for department supplies and equipment

- Discussion: None

D. Status report From Support Auxiliary

- Discussion: Chief John Kilpatrick advised a representative from the Support Auxiliary plans on attending the July Board meeting to present a full financial disclosure of the Pancake Breakfast.

## VII. EXECUTIVE SESSION

- Motion to Move to Executive Session at 19:58: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous
  
- Motion to Close Executive Session at 20:12: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous

## VIII. ADJOURNMENT

- Motion to Adjourn: Richard Kunter
- Seconded by: Debra Medved
- Discussion: None
- Vote: Unanimous
- **Next regular meeting scheduled for July 19<sup>th</sup>, 2005 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL JUNE 21ST, 2005 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