

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
FOOTHILLS FIRE PROTECTION DISTRICT
HELD
MARCH 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, March 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
Patrick Ahern – Captain
Brad Danek – Captain
Dave Danek – Captain
Justin Dusdal – Firefighter
Josh Wenninger – Firefighter
Christopher Brunette – Firefighter/Operations Assistant
PJ Turner – HRTAD Representative

- 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: Moved III,C to III,A at the request of PJ Turner.
- Vote: Unanimous

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

- Motion to Approve Minutes of the February 15th, 2004 Regular Meeting as Presented: John Findling
- Seconded by: Marvin Miller
- Discussion: None
- Vote: Unanimous

III. FINANCIAL MATTERS

A. Presentation by Highland Rescue Team Ambulance District to Return the Ambulance that Foothills Fire Protection District has Been Leasing to Them

- Discussion: PJ Turner advised the Board that non-transference of the ambulance is unacceptable to the Highland Rescue Team Ambulance District's Board and advised HRTAD will return the ambulance to FFPD in 30 days. The Board asked if HRTAD would withdraw their notice of return in the event that FFPD and HRTAD come to agreement prior to the lapse of the 30 days. Ms. Turner advised this was a possibility if done in a "timely fashion." Ms. Turner also advised that the HRTAD's attorney will no longer be participating in the ambulance discussion, due to HRTAD's lack of funds. The Board directed their council, Dick Scheurer, to work directly with the representatives from both FFPD and HRTAD to draft a new lease that would depreciate the ambulance.

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

- Motion to Approve Payment Of Claims Through The Period Ending March 15th, 2005 For Operations totaling \$26,145.54: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

C. Review And Accept Un-Audited Financial Statements for the Period Ending February 28th, 2005.

- Motion to Accept Un-Audited Financial Statements For The Period Ending February 28th, 2005: Marvin Miller
- Seconded by: John Findling
- Discussion: Tim Cusick advised that Fleet Maintenance was high this month due to the rebuild of the engine on 543.
- Vote: Unanimous

D. Discussion Of the Proposed 401(H) Account Plan that is Being Voted on by the Paid Staff for Possible Adoption by FPPA and Hence the District

- Discussion: Rob Sontag presented and advised the Board of this. No Board action was needed.

E. Discussion of the Proposal From ADP to Perform Payroll Services for the District

- Motion to Continue to Receive Payroll Services for the District from Paychex: Marvin Miller
- Seconded by: John Findling
- Discussion: Tim Cusick recommended that the District continue working with Paychex for payroll services. He advised that Paychex has offered to match the bid by ADP, as well as provide one month of service free of charge. Rob Sontag added that he had not heard of any complaints concerning Paychex from the paid staff.
- Vote: Unanimous

IV. LEGAL MATTERS

A. Discussion of the Status of the Denver Agreement

- Discussion: Dick Scheurer advised the Board that the court had not yet come to a decision concerning the proceedings that occurred on February 17th. Mr. Scheurer also advised that an article concerning the Denver Agreement will be published in both the *Canyon Courier* and the *Firefly*.

V. DEPARTMENT ISSUES

A. Administrator's and Fleet Status Reports.

- Discussion: None

B. Chief's Report

1. Calls

- Total number of calls since February 15th – Approximately 25 calls

2. CTS Truck Service

- Discussion: Chief Kilpatrick and Patrick Ahern presented a concern they had with the work performed on the District's apparatus, specifically an incident where a heater hose blew on unit 531. The Board asked that Chris Brunette set up a meeting between CTS, Chief Kilpatrick, Patrick Ahern, and Chris Brunette to discuss maintenance issues.

3. Recruit Class

- Discussion: Chief Kilpatrick advised there has been one recruit to drop out of the class.

4. Mass Casualty Exercise

- Discussion: Chief Kilpatrick gave a brief summary of the mass casualty exercise that took place on the Medved's property. The Board asked that Rob Sontag send an official letter of appreciation from the District to the Medveds.

C. Approval of purchase requisitions for department supplies and equipment

- None to Approve

D. Status report From Support Auxiliary

- Discussion: Nothing to report.

VI. ADJOURNMENT

- Motion to Adjourn: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous
- **Next regular meeting scheduled for April 19th, 2005 @ 6:30pm.**

THESE MINUTES APPROVED AS THE OFFICIAL MARCH 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