

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
FOOTHILLS FIRE PROTECTION DISTRICT  
HELD  
APRIL 18<sup>th</sup>, 2006(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 18<sup>th</sup>, 2006 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

Debra Medved

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 – Assistant Chief

David Danek – Captain

Stacy Dorian – Captain

Justin Dusdal – Captain

Paul Berens - Firefighter

Christopher Brunette – Firefighter/Operations Assistant

Richard Bartlett – District Resident

TJ Carney – District Resident

Kevin Groeneweg – District Resident

Dennis Polhill – District Resident

Donna Wittrock – District Resident

## II. ADMINISTRATIVE MATTERS

### A. Approve Agenda.

- Motion to Approve Agenda as Corrected: Marvin Miller
- Seconded by: John Findling
- Discussion: Item II,B was written to approve the minutes of the February meeting, but the March meeting minutes are what needed to be approved; this was corrected on the agenda.
- Vote: Unanimous

### B. Review and Approve Minutes of the March 21<sup>st</sup>, 2006 Regular Meeting

- Motion to Approve Minutes of the March 21<sup>st</sup>, 2006 Regular Meeting as Corrected: John Findling
- Seconded by: Marvin Miller
- Discussion: Director Findling requested the removal of the proposition at the end of the sentence under item II,B.
- Vote: Unanimous

### C. Opening of Bids for the Lookout Mountain Project

- Motion to Extend Bid Decision until the May Meeting: Marvin Miller
- Seconded by: John Findling
- Discussion: The Board opened the one bid received by the District which came from InWard-Charles. The bid was for \$651,238.00. The Board felt it was in the best interest of the District to wait on any decision regarding the project until more bids were received and reviewed.
- Vote: Unanimous

## III. FINANCIAL MATTERS

### A. Review and Approve Payment of Claims Through the Period Ending April 18<sup>th</sup>, 2006 for Operations

- Motion to Approve Payment Of Claims Through The Period Ending April 18<sup>th</sup>, 2006 For Operations totaling \$30,363.98: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

B. Review And Accept Un-Audited Financial Statements for the Period Ending March 31<sup>st</sup>, 2006.

- Motion to Accept Un-Audited Financial Statements For The Period Ending March 31<sup>st</sup>, 2006: Marvin Miller
- Seconded by: Debra Medved
- Discussion: Tim Cusick advised that everything is still within budget at this point.
- Vote: Unanimous

IV. LEGAL MATTERS

A. Discussion of May 2<sup>nd</sup> Election

- Motion to Appoint Rosi Quintana and Christopher Brunette as Deputy Election Officials: Marvin Miller
- Seconded by: John Findling
- Discussion: Rob Sontag presented an update on the progress of the election activities to date. Dick Scheurer explained the absentee ballot process to everyone in attendance. Dennis Pohill presented a letter to the Board on behalf of the Committee to Reform Foothills Fire Protection District, which highlighted concerns the Committee has regarding the election. One concern was that the designated Election Official, Rob Sontag, would be out of town for a 5 day period during the election with no one to cover the position in his absence. The Board agreed it would be in the best interest of the District to appoint Rosi Quintana and Christopher Brunette as Deputy Election Officials to cover during the time of this absence.
- Vote: Unanimous

B. Discussion of the Appointment Process to fill the Vacancy Created by Richard Kunter's Resignation

- Motion to Accept Richard Kunter's Resignation from the Foothills Fire Protection District's Board of Directors: John Findling
- Seconded by: Marvin Miller
- Discussion: Dick Scheurer explained the process which requires the new Board (following the May election) to appoint a Board member to fill the vacancy created by Richard Kunter's resignation. The appointment would be made only after advertising for the position. TJ Carney, as a Board candidate, requested that the advertisement go out as soon as possible. The other two candidates, Richard Bartlett and Donna Wittrock, agreed that the advertisement should go out as soon as possible; Rob Sontag was tasked with sending out the above mentioned advertisement.
- Vote: Unanimous

V. DEPARTMENT ISSUES

A. Administrator's and Fleet Status Reports.

1. Discussion of proposed 12 hour shift rotation by paid staff of the District
  - Motion to Accept the Proposed 12 hour Shift Rotation by Paid Staff of the District Following Review by Legal Council: Marvin Miller
  - Seconded by: John Findling
  - Discussion: None
  - Vote: Unanimous
2. Discussion of Final Resolution of Reimbursement for Staff involvement in Hurricane Katrina and Rita Relief
  - Discussion: None; information item only.

B. Chief's Report

1. Calls
  - a. Total number of calls:  
April to date: 31
  - b. Calls for 2006 1<sup>st</sup> qtr. 133,  
Calls for 2005 1<sup>st</sup> qtr. 116, 2<sup>nd</sup> qtr. 124, 3<sup>rd</sup> qtr. 167, 4<sup>th</sup> qtr. 107 Total 514  
Calls for 2004 1<sup>st</sup> qtr. 130, 2<sup>nd</sup> qtr. 157, 3<sup>rd</sup> qtr. 124, 4<sup>th</sup> qtr. 131 Total 542  
Calls for 2003 1<sup>st</sup> qtr. 189, 2<sup>nd</sup> qtr. 159, 3<sup>rd</sup> qtr. 178, 4<sup>th</sup> qtr. 115 Total 641  
Calls for 2002 1<sup>st</sup> qtr. 152, 2<sup>nd</sup> qtr. 150, 3<sup>rd</sup> qtr. 187, 4<sup>th</sup> qtr. 135 Total 624
2. New bridge in Idledale – Denver Mountain Parks will let the new bridge stay where it is as long as the maintenance and responsibility for the bridge is transferred to Jefferson County Road and Bridge (or Denver Road and Bridge) and it is a public access bridge.
3. Plans for taking delivery of new tender in first week of May 2006.

C. Approval of purchase requisitions for department supplies and equipment

- Discussion: None to Approve.

D. Status Report from Support Auxiliary

- Discussion: Continuing plans for Pancake Breakfast on June 4<sup>th</sup>.

VI. ADJOURNMENT

- Motion to Adjourn at 19:43: Marvin Miller
- Seconded by: John Findling
- Discussion: None
- Vote: Unanimous

**BOARD ATTENDANCE AT FOOTHILLS MEMBERSHIP MEETINGS**

**May – Director Debra Medved volunteered to attend the May meeting.**

THESE MINUTES APPROVED AS THE OFFICIAL APRIL 18TH, 2006 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