

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE FOOTHILLS FIRE PROTECTION DISTRICT HELD NOVEMBER 21st, 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, November 21st, 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

Marvin Miller
Debra Medved
TJ Carney
Ric Koogler
Richard Bartlett

Others in Attendance

Dick Scheurer – District’s Attorney	John Kilpatrick – Chief of Department
Rob Sontag – District Administrator	Pat Smith – Deputy Chief
Stacy Dorian – Captain	Craig Moilanen - Firefighter
Kindra Morris- Firefighter	Debby Polhill – District Resident
Steve Close – District Resident	Murry Wynes – District Resident
Brenda Ratkiewicz – District Resident	John Jarvis – District Resident

II. ADMINISTRATIVE MATTERS

A. Approve Agenda.

- Motion to Approve Agenda As Amended: Richard Bartlett
- Seconded by: Debra Medved
- Discussion: The board asked to move Items III. D., III. E., and V. D. to become Items III. A., III. B., and III. C. respectively. Also to add Item II. C. to Discuss requested Leaves of Absence and Item II. D. to take questions/concerns from the District Constituents.
- Vote: Unanimous

B. Review and Approve Minutes of the October 17th, 2006 Regular Meeting

- Motion to Approve Minutes of the October 17th, 2006 Regular Meeting: Debra Medved

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- Seconded by: Ric Koogle
 - VOTE: Unanimous
- C. Consideration of Requested Leave of Absences
- Motion to Approve requested Leave of Absences for firefighters Dave Danek and Justin Dusdal to complete their Fire Academy with their new paid firefighting jobs: TJ Carney
 - Seconded By: Debra Medved
 - Vote: Unanimous

 - Motion to Approve extension of Ken Spencer's Leave of Absence until 01/07: TJ Carney
 - Seconded By: Debra Medved
 - Vote: Unanimous
- D. Questions/Concerns From District Constituents
- Question From Murry Wynes Regarding The Status Of The Negotiations With Genesee Fire Protection District To Re-Establish An Automatic Aid Agreement.
 - (1) Chief Kilpatrick updated the Board on the status of the negotiations and stated he expected to have a draft for the Board to review and approve at the December Board Meeting.
 - Concern from Murry Wynes that the Paradise Hills HOA would like Foothills Fire Protection District to coordinate hydrant testing with the Water Districts.
 - (1) Richard Bartlett updated the Board on the status of the discussions he has had with the various water districts regarding this issue.
 - Recommendation by Steve Close that the Board direct the Department to automatically request mutual aid From Genesee Fire immediately upon tone of a suspected structure fire.
 - (1) There was much discussion among the board and the community members present regarding the mechanisms for such requests.
 - (2) John Jarvis expressed several concerns based on his understanding of operations as conducted by Genesee and Evergreen Fire Departments.
 - Motion to appoint a task force to explore Mr. Jarvis's concerns about operations consisting of Marvin Miller, TJ Carney, Chief Kilpatrick, Mr. Jarvis (or another community member) and representatives from Genesee FPD and Evergreen FPD (with possible involvement by other surrounding Fire Districts) within two weeks if possible: TJ Carney

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- Seconded By: Debra Medved
- Vote: Unanimous

- Motion to recommend to the Chief that upon tone of a structure fire that the closest mutual aid agency is put on standby: Richard Bartlett
- Seconded By: TJ Carney
- Vote: Unanimous *except Marvin Miller*

- Question from John Jarvis if the Board has read and endorses the answers to the questions he has posed to the board as presented to him and enclosed in the board packet. Every board member answered yes except Dick Bartlett who had concerns about the cost per call statement of Genesee versus Foothills. Director Bartlett asked to see the actual figures of this cost per call analysis.

III. FINANCIAL MATTERS

- A. Review And Approve Payment of Claims through the Period Ending November 21st, 2006 For Operations.
- Motion to Approve Payment Of Claims Through The Period Ending November 21st, 2006 For Operations: Richard Bartlett
 - Seconded by: Debra Medved
 - VOTE: Unanimous
- B. Review Un-Audited Financial Statements for the Period Ending September 30th, 2006
- Discussion: Richard Bartlett raised some questions about the differences between the Financial Statements and the check register approved at last months meeting for fleet maintenance. Richard Bartlett and Rob Sontag will follow up with the District's Accountant to resolve.
- C. Consideration Of Recommendation To Revise The Proposed Draft 2007 Budget
- Discussion: Chief Kilpatrick and Administrator Sontag requested that we increase the line item to purchase bunker gear to \$40,000.00 to better accommodate the increased size of the recruit class and to start replacement of some of our older gear. This was agreed to by consensus of the board.
- D. Public Hearing Regarding Proposed Draft 2007 Budget and Approval Of 2007 Budget Resolution
- Motion to move the public hearing and the approval of the Budget resolution to a special meeting of the Board to be held December 12th, 2006: TJ Carney
 - Seconded By: Richard Bartlett

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- Discussion: TJ Carney feels there has not been adequate time for the community to review the draft budget and would like to allow an additional couple of weeks to facilitate this review.
- Vote: Unanimous

E. Selection Of Finalist Proposals For Accounting Services

- Motion to Appoint 3 finalist to interview and designate those finalist as Reynolds Henrie & Associates; Dawn Schilling; and Mason, Russell, West: TJ Carney
- Seconded By: Richard Bartlett
- Discussion: Board President Miller appoints Richard Bartlett, Debra Medved, and Rob Sontag as the interview committee.
- Vote: Unanimous

F. Selection Of Finalist Proposals For Legal Services

- Motion to Appoint 3 finalist to interview and designate those finalist as Richard Scheurer; Thomas Young; and Russell Sindt: Debra Medved
 - Seconded By: Ric Koogle
 - Discussion: TJ Carney disclosed that he has a conflict of interest with Ireland, Stapleton, Pryor, and Pasco and will not participate in any discussions about that firm. Board President Miller appoints Ric Koogle, TJ Carney, and Rob Sontag as the interview committee.
 - Vote: Unanimous
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- Motion to amend the finalist to add the firm of Toussaint, Nemer, and Coaty to also be interviewed: Richard Bartlett
 - Seconded By: TJ Carney
 - Vote: Unanimous

IV. LEGAL MATTERS

A. Discussion of the Status of the Boundary Adjustment Request from William and Judy Dickson

- Motion to approve the change to the final agreement as presented: TJ Carney
- Seconded By: Richard Bartlett
- Discussion: Richard Scheurer informed the Board that the owner of the third parcel involved in the agreement requested that the verbiage about recovery of fees for legal representation in the event of a challenge be removed from the final agreement.
- Vote: Unanimous

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V. DEPARTMENT ISSUES

A. Update by Station Project Work Group

- Discussion: Rob Sontag informed the Board he has been approached about the possibility of a land swap/new station project by a builder at the Rainbow Hills Station and the old Observatory Restaurant area. More to follow as information develops.

B. Administrator's and Fleet Status Reports.

- Discussion: Report was reviewed by the board with no significant discussion.

C. Chief's Report

- Calls for Service

(1) Total number of calls this Quarter so far: 64

(a) November to date: 29

(b) October: 35

(2) Calls for 2006 1st qtr. 133, 2nd qtr. 153, 3rd qtr. 142 Total 492

(3) Calls for 2005 1st qtr. 116, 2nd qtr. 124, 3rd qtr. 167, 4th qtr. 107 Total 514

(4) Calls for 2004 1st qtr. 130, 2nd qtr. 157, 3rd qtr. 124, 4th qtr. 131 Total 542

(5) Calls for 2003 1st qtr. 189, 2nd qtr. 159, 3rd qtr. 178, 4th qtr. 115 Total 641

(6) Calls for 2002 1st qtr. 152, 2nd qtr. 150, 3rd qtr. 187, 4th qtr. 135 Total 624

- Purchase of Safety Vest – Vest are in and being distributed.
- Craig Moilanen has been hired as the new operations assistant.
- Propane Fire training at Denver Facility on 11/25/06
- Holiday Party December 5th, 2006 18:00 to 23:00 at Christies of Genesee
- Fire Academy for 2007 preparations are under way to begin in January. FFR has 17 recruits in the 2007 academy. Physical Ability testing is underway for all recruits.

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D. Approval of Purchase Requisitions for Department Supplies and Equipment

- Motion to approve the purchase of Fire Hydrant Markers in the amount of \$2,000.00: TJ Carney
- Seconded By: Richard Bartlett
- Discussion: this should allow us to finish the marking of all hydrants in the District with reflective markers.
- Vote: Unanimous

- Motion to service the Extrication Units in the amount of \$7,500.00: Debra Medved
- Seconded By: Richard Bartlett
- Vote: Unanimous

E. Status Report from Support Auxiliary

- No one present to report.

F. Executive Session for Personnel Matters

- Motion to move to an executive session for personnel matters at 8:00 PM: Richard Bartlett
- Seconded By: TJ Carney
- Vote: Unanimous

- Motion to have the Board accept Kindra Morris's personal physician's release to return to work and have the Chiefs determine her fitness for duty: TJ Carney
- Seconded By: Debra Medved
- Vote: Unanimous

VI. ADJOURNMENT


- Motion to Adjourn: TJ Carney
- Seconded by: Richard Bartlett
- Discussion: None
- Vote: Unanimous

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THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 21st, 2006 MINUTES OF THE
FOOTHILLS FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING
BELOW:



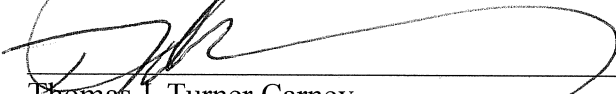
Marvin Miller



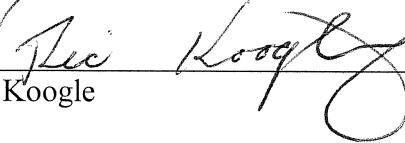
Debra Medved



Dick Bartlett



Thomas J. Turner Carney



Ric Koogler