

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF THE FOOTHILLS FIRE PROTECTION DISTRICT HELD September 7, 2010 (Tuesday)

A special meeting of the Board of Directors of the Foothills Fire Protection District (referred hereafter as "BOD") was convened on Tuesday, September 7, 2010 at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado.

The meeting was open to the public at 6:30 p.m.

I. ATTENDANCE

Patrick Smith-Board President
Julie Ann Courim-Vice President
Richard Bartlett-Treasurer
(excused absence)
David Robinson-Secretary
Steve Close-Assistant Secretary
(via tele-conference at 6:38 p.m.)
Brian Zoril- Interim Chief
Linda Alexander- Legal Counsel

II. ADMINISTRATIVE MATTERS

A. Call to Order at 6:32 and established Quorum.

B. Approve Agenda

Motion to approve by Director Robinson and seconded by Director Courim, passed 3-0

C. Ratify personnel decisions to terminate Fire Chief John Kilpatrick

Director Smith: We have a resolution prepared by Legal Counsel

1. To terminate the employment of John Kilpatrick as the Fire Chief of Foothills Fire Protection District as of August 30, 2010.
2. To terminate John Kilpatrick as a member and volunteer of the Foothills Fire Protection District as of August 30, 2010.

3. To confirm Brian Zoril appointment as the Acting Interim Chief of the Foothills Fire Protection District effective on August 30, 2010.

Motion to approve resolution by Director Smith, second by Director Robinson. Passed 3-0.

Acting Chief Zoril; I would like to confirm what my responsibilities are as the Acting Chief;

1. I sign payroll and timesheets for the current employees?
2. I have check signing authority for up to \$2,500?

Director Smith; Yes to both of those questions, I have the signature forms from the bank for you to sign to have that capability.

Director Close joins BOD meeting via tele-conference.

Acting Chief Zoril; What is the status of paid employee's are they exempt or non-exempt status?

Director Smith: All employees are considered exempt status.

Acting Chief Zoril; I have timesheets that indicate overtime hours, how should this be handled?

Director Courim; These are exempt status employees that the BOD has not authorized overtime. We would encourage you to allow time off to compensate for extensive overtime hours of these employee's.

Acting Chief Zoril; I also have an invoice that arrived today that appears to be some form of dental benefit plan. The invoice lists dental insurance plans for Dave Gerald, Jeanette Kehoe and John Kilpatrick. Has this been authorized by the BOD?

Director Courim; To my knowledge the BOD has never approved and dental insurance benefits. I believe that is an agenda item for the next BOD meeting. We should not pay this invoice at this time.

D. Special investigation of payroll issues.

Director Smith; We have a proposal from Gemsbok Consulting to review the payroll records for 2010 for any unusual activity or activity that does not align to employment contracts or the Foothills Fire Protection District's policies. The proposal is structure to bill only for time spent not to exceed \$2,700.

Director Courim; Does this proposal also include review of any contracts signed from January 1 to date?

Director Smith; No it does not appear that is included, I would suggest we authorize up to \$3,700. I also would like to have three proposals however I believe time is of the essence and we should not take the time to solicit other proposals.

Motion to authorize \$3,700 contract to Gemsbok Consulting to review payroll and contracts signed from January 1 to date, by Director Smith, second by Director Robinson.

Director Close; Are there other issues than payment of \$120 per month in medical benefits.

Yes there are other items, such as authorization of overtime to not only the Chief but all employees and something just discovered today of payment of dental medical benefits to other employees.

Motion passed 4-0

E. Executive Session

The BOD did not require an Executive Session to seek advice of legal counsel.

**Motion to Adjourn by Director Courim, second by Director Smith.
Passed 4-0.**

Meeting adjourned at 6:59 P.M.

Next regularly scheduled Board meeting is September 21, 2010.

The following Directors have reviewed and acknowledged the minutes:

Dick Bartlett (excused absence)

Steve Close

Julie Ann Courim

David Robinson

Patrick Smith