

RECORD OF PROCEEDINGS

MINUTES OF A BOARD MEETING OF THE BOARD OF DIRECTORS OF THE FOOTHILLS FIRE PROTECTION DISTRICT HELD February 17, 2011 (Tuesday)

A meeting of the Board of Directors of the Foothills Fire Protection District (referred hereafter as "BOD") was convened on Tuesday, January 18, 2011 at 6:30 P.M., at the Mount Vernon Country Club, 24933 Club House Circle, Golden, Colorado.

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

I. ATTENDANCE

Patrick Smith-Board President	Craig Moilanen-FFPD
Julie Ann Courim-Vice President	Dave Danek-Self
Richard Bartlett-Treasurer	Kyle Vaughn – Self
David Robinson-Secretary	Vicki Gits-Canyon Courier
Steve Close-Asst Secretary (excused abs.)	
Brian Zoril- Chief -FFPD	
Mark Overturf-Counsel	

II. ADMINISTRATIVE MATTERS

Director Smith called the meeting to order at 6:47 PM

A. Approve Agenda

Director Smith requested the addition of item C to Financial Matters, discussion of pension payment to Richard Quaife.

Director Robinson requested the addition of item B to New Matters, discussion of Colorado House Bill HB11-1059.

Motion to approve as amended by Director Robinson, seconded by Director Bartlett. Motion passed 4-0

B. Approve Minutes of December 21, 2010 Regular Meeting

Motion to approve by Director Bartlett and seconded by Director Smith. Motion passed 4-0

III. COMMUNITY FEEDBACK

None presented

IV. LEGAL MATTERS

None presented

V. DEPARTMENT MATTERS

A. Station Updates

A ruptured water pipe at Idledale Station is in process of being repaired.

An electrical repair is scheduled for the Grapevine Station to revise some overloaded circuits.

B. Fleet Status Report

Rescue #3 is not operating. Potential repair costs are \$3,200. This unit has continual maintenance issues and consideration should be given to replacement of this unit.

All other units are operational

C. Chief's Report

The BOD reviewed the report submitted by the Chief.

D. Auxiliary Report

Director Smith indicated that contact to previous donors was beginning to request donation to support the Annual Pancake breakfast.

Firefly was published last month and looks very good. The desire is to publish the Firefly quarterly however each publication and mailing costs the District approximately \$1,000. The current budget allocation is \$2,500. Discussion was centered on going paperless and publishing the news letter only 1x per year to coincide with the pancake breakfast. All other editions would be available for download and viewing from the foothillsfire.org website. Further discussion will be held at the next BOD meeting.

E. Station Committee Update

Interior work is progressing with approximately 50% of the heating, plumbing and electrical systems installed. Expected completion of interior work is the week of March 7. The project is currently under budget.

Director Smith thanked Kyle for his work on the Station. He also complimented Kyle for the tremendous job he did with a recent call where Kyle had a direct and important impact on the outcome of a person in severe distress.

VI. FINANCIAL MATTERS

A. Review of Payment of Claims through February 15, 2011.

All items except payment to VFIS (\$8,420 and \$4,857) had been preapproved by the BOD.

Motion to approve by Director Smith, seconded by Director Bartlett. Motion passed 4-0

B. Approval of Purchase Requisitions for Department Supplies and Equipment.

Modifications to complete the new Engine #5 include Change Order #7, \$885.84 and Change Order #8 \$976.00. Even with these change orders the purchase is still under the budget allowance as approved by the BOD.

C. Approve retroactive pension lump sum payment to Richard Quaife.

Mr. Quaife had submitted a request to the PBOD to receive a lump sum payment from the time he was eligible for pension from FFPD to present. Mr. Quaife was eligible in August 2009. The lump sum payment would be \$4,200 with continuing payments of \$200 per month.

Motion to approve lump sum payment of \$4,200 by Director Courim, seconded by Director Bartlett. Motion passed 4-0

VII. NEW MATTERS

A. Letter to former member of FFPD concerning use of created materials.

A former member has asserted the materials that he created while and employee and a volunteer with the District are his property and cannot be used by the District.

Discussion with legal counsel indicates that material created by an individual while employed is considered work product and as such is the property of the District. Director Smith will send a letter to the individual indicating such.

B. Colorado House Bill HB11-1059

Currently proposed legislation HB11-1059 would repeal the Districts ability to charge for services provided for non district residents. This relates primarily to the calls made relative to Interstate 70.

Director Robinson suggested that the BOD should provide information to the legislators of the impact to the District if this bill passes. Director Robinson will assemble the information and present to the BOD.

C. Review of revisions to SOG's and Mission Statement.

Chief Zoril prepared a Mission Statement and revisions to the SOG Sections 10.4, 12.4, 12.7, and 12.8. He provided this material to the BOD for approval.

Mission statement, no discussion

Motion to approve the Mission Statement as written by Director Smith, second by Director Bartlett. Motion passed 4-0.

Section 10.4, no discussion

Motion to approve the Section 10.4 as written by Director Smith, second by Director Bartlett. Motion passed 4-0.

Section 12.4, no discussion

Motion to approve the Section 12.4 as written by Director Smith, second by Director Bartlett. Motion passed 4-0.

Section 12.7, discussion on wording to clarify the intent of paragraph 1.

Motion to approve the Section 12.7 as amended by Director Smith, second by Director Bartlett. Motion passed 4-0.

Section 12.8, discussion on changing paragraph 10 to indicate election of members to the Pension Board of Directors will be in August of each year.

Motion to approve the Section 12.8 as amended by Director Smith, second by Director Bartlett. Motion passed 4-0.

VIII. EXECUTIVE SESSION

Motion to move to Executive Session as needed to receive confidential legal advice relative to the lawsuit of Kilpatrick v. Foothills Fire Protection District on specific legal questions per CRS 24-6-402(4) (b) and to determine positions relative to matters that may be subject to negotiations, develop strategy and instructions to negotiators for same per 24-6-402(4) (e) CRS by Director Smith, second Director Courim. Motion passed 4-0.

Moved to Executive Session at 7:33 p.m.

Attendees:

BOD

Mark Overturf -Legal Counsel

Reconvene BOD meeting at 8:19 p.m.

Motion to accept proposed settlement by of a Mutual Release with Kilpatrick by Director Robinson, second Director Smith. Motion passed 4-0.

Motion to pursue claim with the insurance carrier VIFS by Director Robinson, second Director Smith. Motion passed 4-0.

IX. ADJOURNMENT

Motion to adjourn by Director Courim, second Director Bartlett. Motion passed 4-0.

BOD meeting adjourned at 8:21 P.M.

Next regularly scheduled Board meeting is March 15, 2011.

The following Directors have reviewed and acknowledged the minutes:

Dick Bartlett

Steve Close (absent)

Julie Ann Courim

David Robinson

Patrick Smith