



Foothills Fire Protection District

(In Case of Emergency Dial 911)

RECORD OF PROCEEDINGS

MINUTES OF A BOARD MEETING OF THE BOARD OF DIRECTORS OF THE FOOTHILLS FIRE PROTECTION DISTRICT

HELD

March 15, 2011 (Tuesday)

A meeting of the Board of Directors of the Foothills Fire Protection District (referred hereafter as “BOD”) was convened on Tuesday, March 15, 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
Julie Ann Courim-Vice President
Richard Bartlett-Treasurer
David Robinson-Secretary (Excused Absence)
Steve Close-Asst Secretary
Dave Stajcar-Self
Kyle Vaughn – Self
Mary Snyder – Auxiliary

II. ADMINISTRATIVE MATTERS

Director Smith called the meeting to order at 6:31 PM

A. Approve Agenda

An item V.F was added on records scanning. Also items VI.C on Audit Status and VI.D in Kilpatrick Unemployment were added.

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

B. Approve Minutes of February 15, 2011 Regular Meeting

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

III. COMMUNITY FEEDBACK

None presented .

IV. LEGAL MATTERS

Some concerns apparently exist regarding the cost and quality of service being received from CC&C. Directors Smith volunteered to have discussions with them. Director Smith set March 22nd as the date for hearing back from CC&C. If he is not satisfied with the responses he will recommend the Board consider looking for alternate representation. It was planned that this subject be addressed again at the April Board Meeting.

V. DEPARTMENT MATTERS

A. Station Updates

A new water heater is being obtained for L.M. Station.

Water issues remain at Idledale Station. Chief will form a Station Committee to address this. The run-down house directly in front of the Station is in foreclosure. The house is an issue concerning access to the station. There might be an opportunity to obtain it and remove it, however at this time the Chief doesn't think it would be a viable option due to cost and current capital projects. Long-term it would be a solution to the Idledale problem.

B. Fleet Status Report

Rescue #3 has continuing maintenance issues and consideration should be given to replacement of this unit. Chief is looking into selling it and Utility 3 (the Suburban) and getting newer used vehicles. There may be ISO reasons to consider updating the truck configurations.

All units are operational.

C. Chief's Report

Chief requested permission to sign IGSs with Indian Hills and Fairmont, along with Director Smith.

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

Chief Zoril is working on getting on-board computers (MDCs) in command vehicles. Chief Zoril is spending \$800 for call reports on IM Responding rather than Call Booker. This is for one year. Chief Zoril is working on a long-term project – addressing SOG conflicts with the Employee Handbook. Director Courim volunteered to assist.

D. Auxiliary Report

Mary Snyder is working on increasing attendance at the pancake breakfast. They are also adding a new program for Corporate Sponsorship opportunities. They will add corporate sponsors' logos for Gold Level Sponsors to flier mailed to 3,000 residences. Printer deadline is April 15th. Several Board members volunteered to contact possible sponsors. Pat, Julie Ann and Mary will coordinate silent auction solicitations.

E. Station Committee Update

Dave S. and Kyle V. presented a budget update. The project is still under budget. They are working on the apron slab. The highway department and County reportedly had no problem paving outside the property lines. They plan to add as much apron slab as possible within budget.

Directors Close and Robinson were commended for their contributions to the project.

F. Records Scanning

Director Bartlett said Jill will scan old documents internally rather than contracting this out. Scanned documents will be placed on CDs with backup stored in a different location. Director Bartlett said the prior authorization of \$3,500 is adequate for now.

VI. FINANCIAL MATTERS

A. Review of Payment of Claims through March 11, 2011.

There was a typo in the Excel Energy item, check 10065 should be \$796.96, not \$7,796.96.

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

Approval for check 10073 to Contact Wireless for pagers for \$318.63 was requested.

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

Approval for check 10100 to Paul Inman for repair of Rescue 3 for \$3,200.00 was requested.

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

All other items had been preapproved by the BOD.

C. Audit Status

The Audit is coming up April 11 and 12. The auditor will work with Director Bartlett.

D. Kilpatrick Unemployment

Director Bartlett found that Kilpatrick is claiming unemployment compensation. He called the Unemployment Office and protested and a phone hearing was held. The Arbitrator asked why we didn't respond. He said we should have responded in October. Director Bartlett told him they were sending notices to the wrong address, 67 S. Lookout Mtn. Rd. and we were not getting them. Director Bartlett said we could expect a decision on responding late by the end of March, and if allowed to respond late we will object. He also noted that we had received a check for \$7,162.70 for employee dishonesty by our insurance carrier.

VII. NEW MATTERS

A. Review Indemnification Agreements for the Chief

This discussion was tabled until the April Meeting. Sample 2 seemed to be generally preferred preliminarily.

IX. ADJOURNMENT

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

BOD meeting adjourned at 8:20 P.M.

Next regularly scheduled Board meeting is April 19, 2011.

The following Directors have reviewed and acknowledged the minutes:

Dick Bartlett

Dave Robinson (Excused Absence)

Steve Close

Pat Smith

Julie Ann Courim