

GOLDEN GATE FIRE PROTECTION DISTRICT
BOARD MINUTES
Of
May 20, 2009

The tape recordings of the meeting are to be used by the recording clerk for reference purposes only in creating these minutes and are not kept as a permanent record.

The Board meeting was called to order by Board President Barbara Crawford at 7:05 p.m. The meeting was held at Fire Station #1, 32360 Robinson Hill Road.

ROLL CALL

Board Members present: Barbara Crawford, Amy DeVos, Doug Miller, Mike Czyzewski and Steve Green.

Also in attendance: Cathy Kowitz, Administrative Assistant and Kelly Sorvig, Fire Chief.

Community members Bill Marshall, Paul Trost, Sheila Carlon, Greg Bowes and Robert Thiessen were in attendance.

PLEDGE OF ALLEGIANCE

Barbara led everyone in the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Sheila asked about the process that was going to be used to fill the open Board position. Barbara stated that since there have been no applicants there is nothing to discuss. Barbara stated that there is still one more month before we lose the Board member and she hopes that someone will come forward. Sheila asked why they are doing this position differently than the position Doug Miller filled. Barbara stated that one of the reasons is that Doug had been coming to the meetings regularly. She also stated that the other big consideration was that Doug was on the ballot in the most recent election and had a lot of public support. Barbara also stated that Doug was interested so he was appointed by the Board. Sheila also asked about having someone from the Douglas Mtn. area to fill the position to have a balance on the Board. The Board stated that they would take that into consideration for the Board position.

**REGULAR AGENDA
MINUTES**

The minutes of the Regular Board meeting from April 15, 2009 were reviewed and presented as corrected. The minutes were unanimously approved by the Board.

ADDITIONS OR DELETIONS TO THE AGENDA

Doug asked about the Wildland fire team. He stated that the organization of the team is lacking right now. Doug stated that he will talk to the Chief later about this issue.

TREASURER'S REPORT

Monthly Report: Amy Devos gave the Treasurer's Report. The May Treasurer's Report was reviewed and approved by the Board. Approval was given by the Board to pay the bills presented. Doug had a question about the amount to be paid to the attorney. Barbara stated that the invoice is for the special Board meeting they had and the attorney came and spoke to the Board. Amy is to review the budget year to date and see how we are doing. Doug asked about the tax assessment issue for the District and how it might affect revenue for the District. Barbara stated that we may experience a shortfall in revenue and so we need to watch the budget carefully.

CHIEF'S REPORT

Emergency Calls: Kelly stated that the fire department has responded to one EMS call in the past month. He stated there was no fire loss for the month.

Membership update: Chief Sorvig stated that there are currently 10 regular members and two probationary members, and three new applicants in the past week. There are no disciplinary issues and no one is on suspension.

Vehicle status: Chief Sorvig stated that all the trucks are in good shape with the exception of 72 which needs new tires. Truck 852 is now at Station 1.

Station status: The fencing has been installed around the septic tank and the cistern at Station 1. Station 1 still needs the downspout repaired. They are looking into the leak of the cistern at Station #2. Doug asked why we can't get the issue of the leak in the cistern resolved. The Board unanimously approved a motion to have Doug take over the coordination of the issues related to the cistern at Station #2. He is to contact Dave Primmer, who installed the cistern, and gather information.

Equipment: Kelly stated that the compressor has been delivered to Station #1. He is still waiting for the stripes and chevrons to put on the back of the trucks. Kelly has found a price of \$47 for each vest. He is waiting for another bid before making a decision and ordering the vests.

Training: Chief Sorvig stated that the fire department has just completed the S131-90 training for six people. He stated that pack test #3 is coming up. He stated that training needs include first responder

Miscellaneous: The Chief stated that the radios appear to be working properly. He stated that they will probably use a phone tree for the Wildland team. Kelly stated that \$100 has been spent from the Department checking account for Wildland boot replacement. Kelly also reminded everyone about the Fire Fair on June 6th. Cathy informed Kelly that Anytime Fitness is still deducting a monthly fee (\$26.95) from the Department checking account.

Steve Green asked Kelly what caused the propane tank to explode at the Hiller residence in 2003. Mike stated that with five feet of snow burying the exhaust it malfunctioned after fumes built up. Mike stated that the tank itself was not the issue.

COMMITTEE REPORTS

By-Laws

Barbara and Amy have been working on updating the by-laws and have made the corrections that Board members have suggested. Barbara stated that Steve was the only Board member with corrections. Barbara stated that she contacted the SDA and they gave her a generic copy of by laws that can be used. The Board reviewed the updated by-

laws for the District. Barbara stated that the By-Laws themselves are part of State Statute. She also stated the changes to the by-laws were only things that fell within the wording and meaning of the state statutes. Amy stated that the by-laws provide the Board with options and because of this some of Steve's suggestions were limiting for the Board. Mike stated that the by-laws are guidelines. He also stated that a Board can enact a policy for that Board to follow. According to Mike, the by-laws are filed with the state as a legal document. Barbara is to make the additional changes requested by Board members.

Equipment surplus policy and closed bid procedures

Doug stated that he and Steve have been working on procedures. The numbers the Board came up with were: bids need to be obtained for purchases over \$10,000 and for services over \$5,000. Doug and Steve are to update the surplus property procedures and present it to the Board next month. They are also to update the procedures for purchase and service bids and present them at the next meeting.

Communication Authority

Steve gave an update and stated he is still trying to get the repeater from the other CA member. He also stated that nothing is happening. According to Steve, Raule Nemer is working on trying to get up space for the repeater for free. Steve stated that there is between \$7,000 and \$8,000 in the CA account which is to pay for the installation of the repeater. Steve also stated that we don't have the license for these radio frequencies.

Cistern status

Mike stated that he is having trouble meeting with Chris Dingis about the tank at Station #1. He also stated that Chris is still interested in having the cistern installed on his property. Mike asked if we have a letter from the attorney regarding cisterns being installed on someone's property. Cathy is to ask Sheila Carlon about a letter from the attorney regarding cisterns. Mike informed everyone that Black Hawk said we could have water from them to fill cisterns in our District. Mike stated that the cistern at Centennial Cone is full and it looks good. Mike stated that the cistern at Station #2 needs to be looked at to find the leak.

Grant update

Barbara stated that there is nothing outstanding. She stated that the Gaming grant for this year has six months left. She stated that the compressor is here (AFG grant). Mike stated that we need individual SCBA bottles. Barbara informed everyone that there is an AFG grant that needs to be submitted by June 12 and it is for Wildland gear. Barbara stated that Robert Thiessen has agreed to help Barbara with the grant. Barbara also stated that there is still money (\$10,000) in the Fuels Reduction Grant. She stated that Kelly and Aaron are working on a grant for Fuel mitigation which is no cost to the District.

Culture and Recruiting efforts

Barbara stated that she added this item so we can keep up with how recruiting is going. Bill Marshall stated that we are trying to create a culture where people are motivated to contribute or volunteer. He complemented Doug on the birthday card idea and Amy for bringing food to the training class attendees. He also suggested bringing water, snacks or other food and drinks for the First Responders as a thank you.

Bill stated that we are up to 20 First Responders including the Wildland team and we are up to 22 FAN volunteers. Bill handed out information about what has been accomplished

and what the priorities for recruiting are for the next month. He stated that he has volunteers to be on the water management team with Dannel Agar as the liaison. Bill stated that he is going to approach the Douglas Mtn. Neighborhood Assn. (DMRA) about adopting Station #1 and the other five neighborhood associations to adopt Station #2. Bill stated that he needs leads from the Board for FAN positions or possible donors.

NEEDS MANAGER REPORT

Bill Marshall stated that he will be focusing on a giving list in the next month. He also stated that we need a wish list and continue to focus on recruiting.

UNFINISHED BUSINESS

AIR COMPRESSOR UPDATE

Mike stated that the compressor is in (discussed above under Chiefs report).

REPAIR PROJECT STATION 1 AND ELECTRICAL AT STATION 2

Barbara stated that the fence at Station #1 is complete. She also stated that the snow stop and the downspout are still going to be done. Barbara stated that the electrical at Station #2 has not been done because she was waiting for the compressor to be ready at Station #1 and all the work could be done at the same time. Barbara stated that she is going to a lighting store to get outside lights. Barbara also stated that the firefighters have requested a clock in the bay area at each station. She stated that one has been put in the bay area of Station #2 and has one to be installed at Station #1. Barbara stated that she asked the plumber about the smell in the water at Station #2 and he had no answers. Paul Trost has volunteered to help with the water smell/issue at the stations and he is to coordinate with Gerrit Verschuur.

UPDATE ON SAFETY VESTS

This item was discussed above under Chief's report.

TRAINING UPDATE

This item was discussed under the Chief's report.

FIRE FAIR UPDATE

Barbara gave an update and stated that everything is ready. The fair is from 11am until 4 pm. Barbara stated they will be setting up Friday afternoon. She also stated they will be raffling off fire extinguishers.

NEW BUSINESS AND SPECIAL ORDERS

APPROVE PURCHASE OF UTV

Mike stated that the cost of the UTV, from Sun Enterprises, for the vehicle and a winch was \$11,303.50. He also found out that a 12-14 foot trailer would cost \$1,575.00 for a total cost of \$12,878.50. Mike stated that if we send Sun a letter stating intent to purchase, they will have the UTV available to show at the Fire Fair on June 6. The Board unanimously approved purchasing the UTV and 14 foot trailer and sending a letter to Sun with an intent to purchase the UTV and trailer.

FORMAL APPROVAL OF DISTRICT LOGOS

Bill Marshall provided a copy of the two logos for the District. One logo is for the First Responders and the other one is for the donors and FAN volunteers. The Board offered input for possible changes on the logos. They decided to leave the date off the logo for now.

DISCUSS PURCHASE OF SALE AND GIFT ITEMS WITH LOGOS

Barbara suggested getting cups, hats, decals and shirts made with the logo on them. She would like the firefighters to have shirts with the new logo. The Board unanimously approved purchasing oxford shirts for the firefighters with the new logo.

OTHER MATTERS

Kelly is in the process of drafting a letter/permit to a group who are having a party and using an open fire pit to cook. HE is to get with Rocco Snart on how to draft the letter and then he will send it to all Board members for review.

UPCOMING DATES

A list of upcoming dates:

- June 6th - Fire Fair
- June 17th - Regular Board meeting – St. #2
- June 30th - Deadline for auditor to submit audit
- July 31st - Submit audit to State Auditor
- July 15th - Regular Board meeting – St #1
- August 25th - Assessors certify actual tax values

ADJOURNMENT:

The meeting was adjourned at 10:30 pm.

Respectfully submitted:

Amy Devos, Secretary

Board Member