



GOLDEN GATE FIRE PROTECTION DISTRICT

P.O. Box 843 - Golden, CO 80402-0843

Board Meeting Minutes April 30th 2014 at Station #2

7:00PM

President Dave Primmer called meeting to order

Pledge of Allegiance

Board members present - Dave Primmer, Sue Urban, Aaron Primmer, Steve Green, Jim Peters
also administrative assistant Mike Urban was present

FF present: Chief Roozen

Public present: Natalie Mozer, FF Chad Hunsiger, FF Gerrit Verschuur, Patsy Daniel, Suzan Dentry, Paul Trost arrived at 19:47, Robert Cratley left when meeting called to order

Public comments: none

Approval of March 2014 Minutes – passed unanimously

Additions and deletions to the agenda

- ⤴ Gerrit made request for Kelly Sorvig for his FPPA pension – Dave said paperwork needs to be filled out and to see him after the meeting to get the forms.
- ⤴ Steve Green added he would like to discuss paying off Station # 2 loan balance later in meeting.

Natalie commented to Sue that the e-letter was great.

Treasurer's Report – Sue Urban

\$100 donation from Toni Payne

\$250 donation from Mary Jane Rafferty

A **BIG THANK YOU** to both of these generous district members!

King Sooper cards \$157 below budget – start using them

Revenue was \$150 below budget

Salaries on budget

Election expense under budget, we are way under budget on election, less than half of 2012 election.

Vehicle maintenance below budget

Income exceeded expenses this month but expected as this is our largest revenue month of the year.

--Year to Date-- *brief sample list*

07:26 Admin salary non existent as Mike has not been charging

chief salary \$500 over budget

Board expenses \$3675 under budget

Recruiting and FF benefits expenses \$300 over budget

Facility expense \$1362 over

Communications \$770 under budget

Fuel & equipment \$1800 under budget

Vehicle expense is \$2000 over budget

Mike U brought up that we need to buy a new computer for admin assistant.

Mike said if board changes it would be easier to transfer GGFPD data to a new computer rather than a malfunctioning approval.

11:12 **Motion made to buy a desk top computer with software, no monitor, with a max price of \$1000.**

Approved unanimously.

Action item - Aaron Primmer offered to take the lead on purchasing the computer.

\$115,700 in the two GGFPD checking accounts and petty cash

There are new bank charges of \$80+ a year on the inactive department's account and Sue suggested we merge the accounts.



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Motion made by Steve to follow Sue's advice and merge checking accounts – approved unanimously

Brett Hall LOSAP has been requested by Steve G and Great Western will be sending it to Brett.

\$68,600 in Flat Iron CD and Colorado Trust account

Steve asked chief if the FF info will be given to Admin Assistant to keep in Kwik Books records in order to expedite distributions. Answer was unintelligible on audio recording.

Steve also asked about keeping FF addresses updated.

Discussion about paying off Station #2 loan. Steve said this might be a good time to pay off in part or all of the loan. Mike said he found out it is a lease/buy-out contract not an actual mortgage. There is no prepayment penalty but the contract needs to be paid off in full. If we pay off the station we will dip slightly below the \$100K reserve the board had stated they wanted to keep on hand. GGFPD savings are fairly liquid and getting about 1/10th of a percent interest. Current pay-off amount is around \$102 to \$103K. If station paid off now the July \$19,500 payment would not need to be made. If we paid off station our reserves would dip to \$87K but we would not have \$19.5K per year on payments. We would save \$6000 per year in interest. Jim asked about lease agreement structure. Steve explained that the lease buy back is a method to avoid Tabor rules.

Steve very much in favor of paying off the station.

Aaron said it seems like a waste to have all this money in the bank and be paying the high interest rates on the loan/lease.

Jim said "he would be very comfortable with the GGFPD having the title to the building, that is a huge thing."

Steve said he thought it was appropriate for this board who has worked so hard for this type of goal and it should occur under this board's tenure.

Steve asked about CD maturity and possible pre-cash out penalties.

Mike said he did not think this would be much of a problem, might sacrifice interest, maybe tops of \$50.

Steve asked if anybody thinks paying off station is a bad idea? Nobody thought it was a bad idea.

Chief said he appreciates saving the \$6000 in interest per year to put in working budget.

Sue said we could use extra money for needed items.

28:00 Steve made motion to pay-off station #2 in full and have check in the mail by May 5th.

Approved unanimously

Treasurer's report unanimously approved

complete Treasurer's report on file

Chief's report by Chief Dan Roozen

5 calls in last month, 3 EMS, 1 rescue, 1 fire & rescue

station #1 roads need graded and need some road base,

Steve suggested Gerrit give FD a bid. Gerrit said he would and said the board president also does this sort of work.

Bought a new 150 psi air compressor for tires at station #1 \$150

Steve asked about the light that has been irritating neighbors at station #1 and suggested to buy a new light.

Chief not sure which light it is. Chief said he would contact the people to find out what light it is.

4000 gallon indoor water cistern for station #2 ordered and will be delivered on May 13th.

Chad is moving out of station #2 and we will lose internet cost is \$62/month and do we want to pick up the expense. Steve asked if it is needed. Chief said FF do on some nights and suggested we raise the rent to cover this cost. Jim asked what we look for in a station #2 renter. Sue said a regular FF, not probationary one.

Steve said – let the internet go. Chad said there was 10 months left on his 2 year contract. Steve asked how much it is really used? Chief wants to keep internet, new renter will cover cost. Steve asked when a new renter expected to move in? Not known.

Chad is leaving on May 18th. Sue wants to keep internet. Sue also said we would pro-rate Chad's rent. Chad agreed to pay May internet bill and said no fees to change contract name.

Motion made to take over Chad's internet service – unanimously approved

Chief has enrolled in a 16 hour **Recruitment and Retention** class, how to get and keep Ffs.



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The chief would like to get paid for this time in the class. Steve asked how much more this would put him over budget? He also asked if the chief billed the other two department he works for on this type thing? Dave said "the education is good for us."
The course will be held in Durango.
Aaron motioned to approve this expense – failed, did not get seconded.
Steve asked to hold off and review the other expenses on the agenda.
Chief said "thanks to the board as he does not know who is coming back."

Chief's report - approved unanimously.

48:00

Aaron - Discussion again about approving chief's class. Steve discussed big expense we just approved. Decided to delay.

King Soopers Card report – Natalie M.

\$416 for the past month, use is going down
52:06

Election Update – Paul Trost

Received approx 140 ballots thus far, District Attorney got a call from somebody saying they received two ballots but this was not substantiated. Has been meeting with team of Election Judges and Canvassers. Paul has made Rich Phillips the alternate DEO as Paul will be out of town on May 6th.
The polling place will be only at the downtown Golden address due to lack of volunteers.
Steve requested that Paul write any notices he wants posted on the website.
Zip code error on ballot discussed but not a problem as per PO.
If ballot not received by a voter they should contact Paul. This is not DEO fault as the lists came from the Assessor and County Clerk. However these lists are not merged with each other and can result in errors. Paul was thanked. The cost is coming in at approximately 25% of the last election.
Paul suggested that the board send a letter of acknowledgment and support to the Election Judges.
Steve mentioned that Paul had told him earlier that evening he would be faced with jail time if he did not show up on May 6th since he was the only board member to do the canvassing.
Paul has \$200 more misc receipts for election
1:01:45

El Dorado Preserve

Chief started with "variance" concerning water.
Steve said board made resolution that 1500 gallons per home for developers is required and made it clear that the 30K gl cistern trade agreement with Barry is a separate issue.
Since the plans Barry showed us call for 13 lots x 1500 gallons = 19.5K gallons are required.
It was seen that this is not an issue as two 10K gl tanks will be adequate for Barry's planned 13 lots.
Jim asked what "service to fire access road" means?
Steve asked if everyone had the same draft copy of the agreement? Seems there made be two slightly different versions. Steve read agreement for verification while Aaron verified another copy to be the same.
Steve said El Dorado property is up for sale as of recently.
Jim asked who is the counter party to agreement?
Chief does not think sale affects us much. Jim worried that would invalidate the agreement.
Steve very frustrated with this process. It is too complicated any more and does not think the 30K gl cistern will every happen. Jim thought we would get a 30K cistern in trade for allowing the road up to top property.
Chief explained Barry's worries if he never develops the property.
Steve said county would make Barry bring road to their standards in the LDR.
If the GGFPD approves road as is we can trade for a cistern.
Jim P thought the agreement was to let Barry slide on road for trade of 30K cistern.
Discussion of cost of road improvement versus cistern install.
Jim P wants simpler trade agreement as he stated above.
Discussion that the 30K cistern had been discussed and offered by Barry to previous boards also.



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Board pretty much wants something concrete and simple – road approval as-is and service for road in trade for 30K gallon cistern.

Question - would County approve this?

Action item - Steve will contact County DPZ to ask if we can approve alternative minimum standards.

Question about road condition. Steve said road to first switchback is fine.

Gerrit said road is washed out due to last fall's rains.

1:30:14 Steve agrees with Jim to keep agreement easy and straight forward. Aaron and chief discussed tying agreement to road improvements or property sales.

Steve said maybe a turn around needed at switchback but wants to keep agreement simple.

Aaron concerned if they sell property the agreement would be void.

Steve said only the chief, Gerrit and he have seen the road and it is as good as many roads in the district.

Jim says top priority is to get 30K gls of water and he personally does not care about anything else.

Jim wants simple agreement that benefits both parties in order to get cistern for the entire district.

Steve discussed all Barry's deadlines and requirements the county has placed on Barry and a simple agreement – road approval for cistern trade -- would be a huge incentive for Barry.

Discussion about required cistern specs ensued and how that would influence costs and agreement.

1:41:50 Steve says Barry needs to know cistern specs so he knows what cost he is agreeing to.

Mike suggested it needs to be a "warranted 30K gallons."

Location at station #2 needs to be determined also in order to know cistern specs needed. Under parking area is very different cost than in a field.

Discussion on cistern specs: Chief wants one large 30K gallon tank. Steve says 10K gallon tanks easier to find and transport. Most likely Barry will find multiple tanks. Multiple tanks plumbed together underground is prone to have leaks and will be expensive to fix. Chief says "he cannot pull big draft water out of small tanks." Steve said our trucks only carry 3000 gallons and even the largest trucks only carry 4000 gallons.

Action item – Jim will write up a simple agreement for Barry.

1:58:17

New Burn Permit draft – Steve

Chief wants wording changes from "required" to "should be"

Discussion of duration of permit. Seasonal November to April versus calendar full year duration.

Steve wants it to be for a full calendar year so everyone who buys a permit gets a full year of a valid permit.

Motion made to approve Burn Permit draft with modifications to use "should" wording and having validity for a one year period. - unanimously approved

Mile High Youth Corps brief mention – Steve

This outfit sends a crew of 8-10 people with chain saws and chipper to do forest fuel mitigation work for \$5000 to \$7000 per week. They are fully insured and recommended by forest service.

Contact MHYC Jesse Roehm at 303.433.1206 x230

LOSAP Resolution – Steve

GGFPD Board Resolution - Fire Fighter Requirements for Vesting and Pro-Rated Awards in the Length of Service Award Program (LOSAP)

The GGFPD Board on March 19th 2014 has resolved that a one year probationary period applies to all fire fighters who are Length of Service Award Program (LOSAP) participants. After completing the one year probationary period a fire fighter will be fully vested in LOSAP. Fully vested fire fighters are eligible for LOSAP awards including credit for their probationary year. It was also resolved that all vested fire fighters will receive pro-rated credit, in quarter year amounts (3 months) for partial years of service.

Motion made to approve above Losap Resolution - approved unanimously

2:11:24



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Discussion of storage room construction in station #2

Steve said he never knew or saw any drawings or heard discussion about this project and thinks a major project of this type should have been presented to the board. Chief said it *"was put in the board meetings."* Steve said there is no mention of this construction project in any past board meeting minutes.

Discussion about permits: Steve noted that although construction was commenced by the Ffs and chief approximately 30 days ago the chief only applied for a construction permit two days before this board meeting. Sue said to the chief we need permits and as a fire department we must follow the same laws we ask our citizens to follow. Electrical permit is still missing. Board agrees the chief needs to get all proper permits.

Action item – chief will make certain all permits are in order.

Steve mentioned that some neighboring fire chiefs had been taken to court for not pulling permits.

2012 GGFPD IFC Adoption Res - Steve

Bill Easterling of Genesee sent his review to us on our res.

There was considerable criticism from Bill Easterling. It should be noted that the GGFPD plagiarized many portions of our adoption res from Wheatridge.

Mike U commented that Bill Easterling has in the past shown an arbitrary decision making process when using the IFC permit process as discussed at a meeting with Steve G. and Mike U and Mr. Easterling.

Steve mentioned that none of the fire district IFC Adoption Resolutions have been approved yet in Jeffco.

Action item – Steve will ask county if any IFC adoption resolutions have been approved.

Brief discussion of swearing in new candidates. Mike has the oath and will bring it to the next board meeting. Brief discussion of May meeting date. Dave said he will be gone until May 17th.

Continued discussion about Chief's request of GGFPD to pay for his 16 hours of education in Durango. Steve asked chief if this also benefits either Golden or Arvada the 2 other departments he works for. Chief's answer was inaudible.

Steve said this payment should come from training budget then. This chief expense will decrease training budget funds available.

Steve made the motion to approve the expense for chief's Durango, Colorado Recruitment and Retention class and to take the money from the training and education budget decreasing that budget for future use. Motion approved unanimously

9:33 pm Meeting adjourned

Respectfully submitted :

Steve Green – Secretary

Board Member

Upcoming dates:

~~Next Board meeting 7pm Thursday May 28th at Station #4~~ Next Board meeting 7pm Thursday May 15 at Station #1.

Action Items:

- ⤴ Aaron Primmer offered to take the lead on purchasing the computer.
- ⤴ Jim will write up a simple agreement for Barry.
- ⤴ Chief will make certain station #2 construction permits are obtained.
- ⤴ Steve will ask county if any IFC adoption resolutions have been approved.



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Board meeting actions:

- ⤴ March 2014 minutes approved unanimously
- ⤴ Treasurer's report approved unanimously
- ⤴ Chief's report approved unanimously
- ⤴ Motion made to buy a desk top computer with software, no monitor, with a max price of \$1000. Approved unanimously.
- ⤴ Motion made to follow Treasurer's advice and merge checking accounts – approved unanimously
- ⤴ Motion made to pay-off station #2 in full and have check in the mail by May 5th. Approved unanimously
- ⤴ Motion made to approve Burn Permit draft with modifications to use “should” wording and having validity for a one year period. - unanimously approved
- ⤴ Motion made to approve Fire Fighter Requirements for Vesting and Pro-Rated Awards in the Length of Service Award Program (LOSAP) - approved unanimously
- ⤴ Motion made to approve the expense for chief's Durango, Colorado Recruitment and Retention class and to take the money from the training and education budget decreasing that budget for future use. Motion approved unanimously

Minutes transcribed by Steve Green