



Golden Gate Fire Protection District

Minutes – October 15, 2014 Board Meeting

1. Preliminary

1.1. Location: Golden Gate Fire Station #2, 7181 Crawford Gulch Rd, Golden Co.

1.2. Call to order – 7:00 pm

The meeting was called to order at 7:00 pm by Mr. Shuler.

1.3. Welcome Audience

1.4. Pledge of Allegiance

1.5. Roll Call

Roll call indicated a quorum was present with Mrs. Daniel, Mr. Green, Mr. Shuler, Mr. Patton, and Mr. Primmer (by phone).

1.6. Additions and Deletions to Agenda (0:00:51)

- **Motion #1** by Mr. Shuler to move agenda item 5.1 to 3.4, 2nd by Mr. Patton. Vote results – 5 yes.
- **Motion #2** by Mr. Green to add the following items, 2nd by Mr. Primmer, vote 11111
 - CORA request in September with no answer. Needs reply in writing. Mr. Shuler handed Mr. Green a written response (0:04:19).
 - Google Doc Drive discussion and accessibility.
 - County may be contacting some residents about GGFPD Resolution to adopt 2012 IFC with local amendments. All board members should be made aware of any contact.
 - Proposal that all recordings of board meetings be posted online.
 - Who receives emails sent to contact@goldengatefire.org? Mr. Patton and Mr. Primmer have answered that they do receive these emails.
 - The above items were confirmed by Mr. Green following a review by Mr. Patton (0:07:19).
 - Discussion:
 - Mr. Patton stated some items were discussed in last meeting.
 - Mr. Shuler confirmed him and Mr. Primmer discussed the Google Drive earlier in the day. Mr. Patton was removed from having edit access to

the Google Drive, Mrs. Daniel has edit access in case of Mr. Shuler's absence. Mr. Primmer confirmed he is satisfied with the changes.

- (0:09:00) Vote results to add Mr. Greens agenda items – 5 yes.

2. Public Agenda

2.1. (0:09:46) Public Comment

- Mr. Rouch comments on dynamics at table, friction, accuracy of minutes, and agenda items. Are things getting resolved? Mr. Shuler responded to the financial piece and that all financials have been included in minutes and that Mr. Green was offered a complete audited report of Quickbooks for the entire year and the opportunity to review with Mrs. Daniel. Mr. Patton stated he felt all items are getting addressed in meeting minutes and all comments from others are reviewed and changed choosing not to include the arguing. Mr. Rouch continued that when he departed board questions came up and he would answer off top of his head. He is being asked recently about LOSAP docs and if he wants to wants to participate on LOSAP committee. Everything was in a book by subject and not in file cabinet. There were 8-9 white binders for individual subject matters, where are they? He would be happy to help locate.
- (0:16:17) Dannel Agar asked Mr. Green where these binders are. Mr. Green states that Mike Urban told him he gave all records to Mrs. Daniel. Mr. Daniel will look this weekend in the boxes in storage. Mr. Ramstetter under former board all previous records were destroyed by his memory.
- (0:20:41) Mrs. Ramstetter thanks the board for the help at the pig roast. Thank you to the Grange for putting on the pig roast.
- (0:21:20) A question was asked if there is a communication plan to district residents? There used to be newsletters and emails blasts, will newsletters or agendas sent again as some people have signed up for? Mr. Agar stated that Mr. Green sent the agenda in the past out to email recipients; Mr. Green confirmed he did send to about 20 people. Mr. Shuler asked Mr. Green to give the email list to Mr. Patton and he agreed to send it (0:23:00). Mr. Patton will begin sending out agenda to list received from Mr. Green.
- (0:24:35) Susan Dentry stated that she offered to the previous board to call or contact all homes to see if they wanted email added to email list. Communication will be good

and she would be willing to contact all residents. The board would appreciate Mrs. Dentry's help in completing our list of emails for this effort and she agrees to help.

- (0:26:39) Mr. Green interrupted Mrs. Dentry to state that after reading the CORA response received from Mr. Shuler that he has not received the requested information.

2.2. (0:27:48) Approval of Minutes – July 17, 2014

- **Motion #3** by Mr. Patton to approve July 17 minutes, 2nd by Mrs. Daniel.
- Discussion
 - Mr. Green states they are incomplete and have errors.
- Vote results – 3 yes, 2 no (Mr. Green, Mr. Primmer). Minutes are adopted.

2.3. (0:28:47) Approval of Minutes – August 14, 2014

- **Motion #4** by Mrs. Daniel to approve August 14 minutes, 2nd by Mr. Patton.
- Discussion
 - Mr. Green states lack of information and errors.
- Vote results – 2 yes, 3 no (Mr. Green, Mr. Shuler, Mr. Primmer). Minutes are not approved.

2.4. (0:30:03) Approval of Minutes – September 18, 2014

- **Motion #5** by Mr. Patton to approve September 18 minutes, 2nd by Mr. Shuler.
- Discussion
 - Mr. Green comments on August 20th meeting which did not take place.
 - Recommends that the time from the audio be included in the minutes to help in review.
 - (0:34:19) Requests an Amendment to include Tim Priester's threatening Mr. Green with violence, twice. There is no 2nd to the amendment and amendment fails.
- Vote results – 3 yes, 2 no (Mr. Green, Mr. Primmer). Minutes are adopted

3. Committee Reports

3.1. (0:35:04) Treasurer's Report – Presented by Mrs. Daniel

- Cash balance review \$88,628.69 at Wells Fargo, \$31,790 at Colo. Trust, and \$36,900 at Flatirons.
- Property tax received is \$133,872 and budgeted amount was \$127,440.
- Ownership tax budgeted at \$6,715, received \$4,092. Mrs. Daniel has a call into Jeffco to inquire.

- Proceeds from the pig roast were over \$10,000. Some checks had “donation” on the check so they are listed in donations.
- Expenses budgeted \$106,169 and actual to date \$60,885. Large expenses to come at the end of the year such as insurance.
- Mr. Shuler questions board to post financials before meeting when received. No opposition by any board members.

Report is adopted and made a part of these minutes

3.2. (0:39:51) Fire Chief’s Report – Presented by Asst. Chief Lori Brill

- Donation of \$5,000 from homeowner of last fire for damaged equipment.
- Station #1 needs gravel and general road care (road base, leveling), #2 gravel has been assigned.
- Inspection at Station #2 has been canceled 2 times but rescheduled for next day.
- Extrication class went well and Lori will send her write up for website to Mr. Shuler.
- New pagers awarded in grant but the Chief is looking at prices and options discussing with other departments. Mark Hall is knowledgeable per Mr. Green. Grant was approved.
- Requesting extra funding from the district for the end of year appreciation dinner.
- Assistance to Firefighter grant was declined (bunker gear).
- Auxiliary has received 501C3 status
- Mr. Rouch asked who is the medical officer and teaching of new equipment. Lori Brill fills this roll.
- Mr. Agar asks if there is any plan to sell old AEDs. Donate one to the grange with the new battery and pads proposed by Chief Roozen. AMR will exchange equipment

Report is adopted and made a part of these minutes

3.3. (0:50:37) HMGP Grant Updates – Presented by Mr. Shuler

- Still working with County and State. County has still not committed and the State is working to get them off the fence. Mr. Shuler’s opinion is that the generator grant will be approved but the mitigation grant will not because of the multiple landowners and legal liability of the County. Mr. Green stated there was a volunteer before to administer the grant. Jefferson County must act as the fiscal agent for the District to receive the federal funding through the State. The County had no input on this grant

which causes their hesitation. Mr. Green said State was excited due to the number of people participating and never expressed any other concerns.

3.4. (0:55:38) 2015 Budget presentation by Mrs. Daniel

- A future meeting will be held for an official vote and adoption
- No increases this year from property taxes.
- New line added to donate \$5,000 to Auxiliary in 2015 and the Auxiliary would reimburse the District from fundraising. Going forward they would handle all fundraising for the District.
- State Pension fund remains the same as 2014.
- Total revenue in this preliminary budget is \$162,700.
- Grant expense \$13,000.
- Admin fee \$2,000.
- District Accounting \$4,800.
- Payroll expense for administrative assistant.
- Chief's salary at \$17,000. Chief has requested due to more hours worked an increase.
- Steve expresses concerns of Chief's increase on salary.
- Liability insurance \$12,750.
- Website maintenance \$350
- Election expense \$0 for 2015 due to no election.
- Miscellaneous expense \$1,100.
- Legal fees \$500.
- Expect to be audited since the exemption has been for many years.
- Chief would like to start requiring physicals every two years (approx.) \$3,000
- Recognition expense \$1,500.
- Pension expense \$17,000.
- LOSAP expense \$
- Workers Comp \$5,000
- Recruiting and Benefits \$38,850
- Training budget \$3,500
- Facilities \$12,200
- No capital investments

- Pagers \$2,000
- Radios \$2,500
- FF tools and equipment \$2,100
- EMS expense \$400
- Personal protective equipment \$6,500
- Clothing \$1,000
- Vehicle expense \$4,000
- Maintenance and repair \$12,000
- Fundraising from auxiliary expense
- Contingency \$1,500
- Other income is rent from Station #2
- \$11,685 net income.
- (1:08:55) Questions (Note: some questions are listed out of order from actual recording so that they are reflected under the appropriate individuals name)
 - Mr. Green
 - Is there any savings fund for new trucks? Nothing budgeted in this draft
 - We should have a fund for savings.
 - Should there be a cistern fund/project? Nothing budgeted in this draft
 - Personal equipment – nomex suits? Chief wants to start a replacement cycle which could take up to 9 years. Our firefighters deserve good suits which cost \$2,000-3,000 each.
 - Mr. Green asked of \$2,000 emergency fund and does it still exist or is it included in Chiefs salary? Where will extra time be charged? There is no emergency line item in the 2014 or 2015 budget.
 - Mr. Green states 31% increase in pay.
 - Mr. Shuler
 - Can Auxiliary fund donation and repayment be listed in same account?
 - Over the next month the relationship with the Auxiliary needs to be defined.
 - Grant expense at \$13,000 should be listed as contingency to allow for more flexibility in spending. Mr. Primmer concerned with large contingency as it does take away accountability to the budget.

- Station #1 maintenance should have another estimate for work to be done now.
 - Look into \$1,000 increase of training budget. What is proposed in this budget?
 - Propose adding half of election budget this year and half next year since we know there is an election every two years. This will smooth out this line.
 - It would be good to look at a capital reserve.
 - Recommends we balance budget to \$0 and place balance in contingency. This would avoid budget amendment during the year.
- Sheila
 - Fire department used to have checking account. Does it still exist? It was closed and included in district account.
 - Is there ability to pay assistant chief?
- Mr. Rouch
 - Will there be a public hearing on budget? The budget has to be adopted by end of year. Mrs. Daniel will post for public comment.
 - Funding of auxiliary should be documented for legitimate spending and it should be clarified/defined.
- Mrs. Daniel
 - The budget is tight.
 - Increase in Chiefs salary is due to increase in hours and not the dollar per hour. Mr. Green states that 2014 is based on \$12,480 with a \$2,000 emergency fund at a rate of \$24/hour, 10 hours per week.
- Aaron
 - Many items are at Chief's request and the board can reply with alternates.
- Sam
 - Comments already addressed above.
- Mrs. Daniel and Mr. Primmer to meet again and address comments.

- Mr. Shuler states he would like the chief more involved and would support increase of hours to get this involvement. Mr. Green would like to know what the increase would be for. Mrs. Daniel will send board hours log for 2014.
- Susan Dentry asks of Chief's time if he can be required to donate hours. Mr. Green states the Chief is a paid Chief and not volunteer.

4. Old Business Requiring Board Action

4.1. (1:41:36) Staff Policy Committee

- Policy Committee to consist of 2 board members and 1 member of the community who will be expected to provide preliminary recommendations no later than the December 2014 board meeting.
- No one applied. **Motion #6** by Mr. Shuler to table this committee for one more month and advertise it, 2nd by Mrs. Daniel. Vote results – 5 yes. Committee tabled.

4.2. (1:42:24) Staff LOSAP Committee

- LOSAP advisory committee to consist of 2 board member, 2 fire fighters (selected among themselves), and 1 community member, with Chief Roozen as a non-voting member.
- One application by Mike Skeen. No others received. **Motion #7** by Mr. Shuler to appoint Mr. Skeen to the LOSAP Committee, 2nd by Mrs. Daniel. Vote results 4 yes, 1 no (Mr. Green). So appointed.
- Mr. Green stated that anyone appointed to the LOSAP Committee should be a tax paying resident.
- Mr. Patton self-nomination, Mr. Primmer self-nomination. Mr. Shuler moved to accept Mr. Patton and Mr. Primmer by acclamation, no opposition.

5. New Business

5.1. (1:45:52) Direct Censure Resolution

- Censure of Mr. Green due to inappropriate hand gesture. Mr. Shuler states this is conduct unbecoming. Read by Derec "Resolution 2014-1015-1".
- **Motion #8** by Mr. Shuler to adopt Resolution 2014-1015-1, 2nd by Mr. Patton,
 - Mr. Green apologizes for his actions and states he advocated violence and a mob seen was allowed by Mr. Shuler. Mr. Green asked to play recording of public comment but not allowed at this meeting.
 - Vote result – 3 yes, 2 no (Mr. Green, Mr. Primmer). Resolution is approved.

5.2. (1:55:29) Notification of code issues

- Mr. Green states the county commissioners are reviewing two international fire code adoptions and they may contact the fire district and Mr. Green would like to be notified of any contact.
- **Motion #9** by Mr. Shuler that if any notices come to the district regarding fire code adoption all board members will be notified, 2nd by Mrs. Daniel. Vote results – 5 yes. Motion passes.

5.3. (1:57:08) Post audio recordings of board meetings on the district website

- In an effort to avoid conflict of meeting minutes. The audio would be provided by the secretary. Mr. Green states we will need to investigate the services available.
- **Motion #10** by Mr. Green to investigate the ability to post meeting audio online with the intent to post online in the future with a link from the district website, 2nd by Mr. Patton.
- Comment by Mr. Shuler states that audio is public record if retained. Mrs. Ramstetter is against this due to grandstanding and Mr. Green's innuendoes in his remarks that will come through in the audio and she has been satisfied with the written transcripts.
- Vote results – 3 yes, 2 no (Mrs. Daniel, Mr. Shuler). Motion passes.

5.4. (2:01:55) Who gets contact@goldengatefire.org? This email address is distributed to Mrs. Daniel, Mr. Primmer, Mr. Shuler, Mr. Patton and Chief Roozen. ^{Shuler} Mr. Green stated that he made the decision to not include Mr. Green on the distribution due to his issues with inappropriate use of emails. Board@goldengatefire.org goes to all the members of the board.

6. Adjournment

There being no further business to come before the board, the meeting was adjourned at 9:04pm. The next regular scheduled meeting of the Board of Directors is scheduled for November 20, 2014 at Fire Station #1 at 7:00 pm.


END

Approved by:



Derec Shuler, President

Attested by:


Sam Patton, Secretary