



## Golden Gate Fire Protection District

### Minutes – August 20, 2015 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 7:01 pm by Mr. Primmer.

1.3. Welcome Audience

1.4. Pledge of Allegiance

1.5. Roll Call indicated a quorum was present with Mrs. Daniel, Mr. Green, Mr. Patton, and Mr. Primmer. Mr. Shuler absent

1.6. Additions and Deletions to Agenda

- Mr. Green requests the following items:
  - No response has been received from Larry Benshoof of Jefferson County regarding the building next to the Grange which discussion dates back to June 25<sup>th</sup>. No one has received any response to date.
  - Questioning the email pirating which was discussed at the last meeting.
  - Discuss the length of agenda. Concern there is one agenda item on the agenda and there are many other topics to discuss.
- Mr. Patton requests to add the approval of the July 13, 2015 meeting minute's item 2.2.

#### 2. Public Agenda

2.1. (0:02:53) Public Comment

- Mr. Grant Ruesch read a prepared statement. He is concerned with the lack of progress from this board. Typically there is a threat of canyon fires and this year provided an opportunity to take on new initiatives and he is not aware of any being launched. He was asked to serve on policy board and no meetings have been had despite his efforts to get it launched. He is not aware of the progress of the LOSAP committee which was formed last year. A strategy committee was started and there has been nothing else communicated. This board is content with basic blocking and tackling which even the basic business is marred by persistent inter-board bickering including drafting of minutes, broken commination protocol, scheduling of special or regular board meetings to allow for 3 of 5 members in attendance, the policy for excused absences, the fate of the FEMA grant. This board is not making progress of any substantive issues, case in point, he is not aware of the status of the code adoption. Mr. Shuler's response to the Nears is back peddling. It is more important to make concrete progress plain and simple then perfect the art of creating the illusion that the board is taking leadership steps to get us to the right place. Mr. Ruesch read a paragraph from an email sent by Mr. Shuler to the Nears dated August 18-20<sup>th</sup>. Mr. Shuler stated we have talked about lowering ISO rating and the next step would be investing in bigger pieces of equipment. Mr. Ruesch states this district does not have the money for this unless we look at merging with another department and if that what this community wants then we need to have this frank discussion. This is not leadership. He is concerned that there continues to be no new business. He has written 3 proposals of how to approach the policy committee, which Mr. Green stated

he has not seen, but Mr. Shuler states he is just going to get a copy of Timberline's policies. Mr. Ruesch does not agree with that approach but nothing has happened with this committee and he expects to be treated with respect when asked to participate. The board confirms the LOSAP is up to date and a resolution was passed in December 2014. The board agrees that we need to get things done. Mr. Patton updates Mr. Ruesch the efforts on the cistern at Station #2, the building next the Grange, and the involvement with Jefferson county hazard planning. Mr. Green states 2003 IFC was adopted in 2004 in its entirety and since then no other code has been adopted which is now in effect in the district. The district created a formal resolution to adopt IFC 2012 but the county is now working on IFC 2015. Becky Baker of Jefferson County Building Safety can direct the district to the 2015 code.

- Natalie Mozer states she tired of the mudslinging and bickering. Would like to see things move forward and wants to know who is responsible for pursuing future grants. Mr. Patton confirms he will be heading future grants and is currently planning to attend the Jefferson County Multi-Hazard planning process.
- Mr. Green asks why Mr. Shuler is responding to code decisions in his email to Mr. Ruesch. Mr. Green states he would like the district to adopt smart codes. Mr. Ruesch feels that communications which get sent to a board member should be brought to the board for an agreed response rather than a unilateral response being made from one member.
- Terri Costeldia hopes we don't get mixed up with commercial verses residential codes. The pig roast is coming on September 19<sup>th</sup> and she is requesting the board participation. She is concerned of any merging of districts as it has been a rumor for many years and would like this to be addressed as it is affecting the auxiliary. Would like to have this on the agenda at the next meeting and addressed by the board either yes or no. It is concerning to Lori Brill of hearing about this. Grant doesn't feel the comment made by Mr. Shuler in his email response as signaling there is anything in the works for a merger, rather something to appease the email discussion.

#### 2.2. (0:38:56) Approval of Minutes – July 13, 2015

- **Motion #1** by Mr. Patton to approve minutes, 2<sup>nd</sup> by Mr. Primmer.
- Discussion
  - Mr. Primmer asks to verify date of newsletter email list and Mailchimp download in 2014 as he was not aware we had that account and asks for further discussion. Mr. Green reads the letter from Mailchimp sent 8/19/15. Mr. Green agrees that he sent an email on 5/3/14 from his own email list regarding "who you should vote for" in the coming election but it was not from the Mailchimp account. Before Mr. Primmer votes to approve the minutes he needs to know more about this issue.
  - Mr. Green asks about the timeline attached and wants to review it.
  - Mrs. Daniel addresses a question from the last meeting in the minutes of why the line item in the budget reflects spending 50% of the insurance. She states we have to pay a large amount at one time for the liability insurance.
- Vote results 1 yes (Mr. Patton), 3 no. Minutes not approved.

### 3. Committee Reports

#### 3.1. (0:47:22) Treasurer's Report – Presented by Mrs. Daniel

- Mr. Green asks if the pig roast is being run by the auxiliary as there are concerns from some in the district as this was run by the firefighters. Lori stated she is very happy that the axillary is running the pig roast. Mr. Green asks if this was approved by the

GGFPD board. Terri states the board has no involvement and the bylaws dictate the running of this. Mr. Green states it should be at the board's direction. Terri confirms the board gave the pig roast to the auxiliary and their focus is on the firefighters. The auxiliary is autonomous of the board. Mr. Green's concern is that the money is put to best use and as Lori states it should be decided by the Fire Fighters. Terri states the board is not going to tell the grange what they can and cannot do. The pig roast is set up and in good shape.

- Mrs. Daniel reads from the treasurer report.
- Total cash in the bank \$261, 928 (\$22K is LOSAP).
- Mr. Ruesch asks if there are any major concerns for the balance of the year and Mrs. Daniel states there is no concern.
- Mr. Primmer asks when we started paying to post the agendas and Mrs. Daniel states we are not getting charged for that time.

#### Report adopted

#### 3.2. (0:59:14) Fire Chief's Report – Presented by Lori Brill

- 14 current FF, 2 are LOA, and 1 is suspended (11 active). They have not been getting applications coming in.
- Part of the issue is the low number of calls.
- We need FF's but we need ideas to attract more – increase benefits in LOSAP.
- Needs help applying the texture on the station #2 room. Terri and Mr. Patton offered.
- Need to host a burn building in Fairmont. Cost is approximately \$1,200. Need to reciprocate with other districts that have let GGFPD piggyback with their training.
- New gear is in and being picked up by Chief and distributed to the FF's
- Need the bids for the install of the generators and coordinate the install of the washer at the Mr. Patton time. Mr. Green had bids for the installation of the generators and gave them to Mr. Shuler. Need to confirm bids are still good.
- All calls are to be reported to the NIFR which has not been done for some time. Chief is trying out a new software for this and update next month.
- Credit card needs to be changed from Mrs. Daniel's name to Chief's name and then card will be activated.
- Mr. Green updates the Jeffco building progress. Awaiting a response from Mr. Benshoof of Jeffco to Mr. Green. The request is that the district be allowed to use the building next to the Grange to stage firefighting equipment since it is not used much by the county. The benefits will be equipment closer to the bottom of the canyon and placement for homeowners insurance in that area. Due to Mr. Green's reluctance to pursue this further, the board confirms its support for Mr. Green to pursue this further.
- Mr. Primmer update on cistern is that he has gotten pricing on tanks of \$40,000 for the tank only. Lori talks about setting it south near road for gravity feed. Mr. Green concerned with a leak in one tank versus two tanks and asks if steel tank has been considered. He also asks to look at location, size, and property boundaries.
- Preliminary budget is due October and November then finalized in December.
- Mr. Green asks Caleb Skeen and Lori Brill what they think is the most important regarding the budget. Lori thinks the benefits for FF's is most important. She also states the FF's have worked on bare bones for the last few years which is wearing on moral. Recommends doing small things like team wear. Caleb states Timberline fire has a requirement program with Red Rocks Community College to work shifts but due to call volume GGFPD would have a hard time running shifts. Lori thinks LOSAP needs some work for the benefit of the FF's. Lori has requested suggestions from the FF's but

doesn't get much feedback. Mr. Green thinks a meeting with board, community, and FF's to discuss needs of the district. Discussion from the board of ideas to the benefits of the FF's. Lori discusses point system used by another department and how it could be used by the district. Caleb states the issue has been the FF's do not feel comfortable coming to the meetings to discuss. Mr. Patton suggests a meeting following the pig roast with the FF's where they can voice their needs and have a brainstorming session before next budget planning session. Terri will arrange a time after the pig roast to have a talk with the FF's.

- Caleb states Timberline has worked to help with the siren issue. **Motion #2** by Mr. Green to give Caleb authority to work with Timberline on this siren issue, unanimous approval by the board.

#### 4. Old Business Requiring Board Action

#### 5. New Business

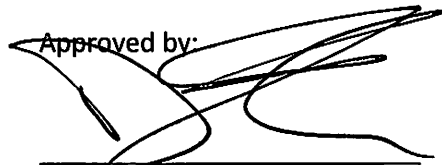
##### 5.1. Transition to Quickbooks Online

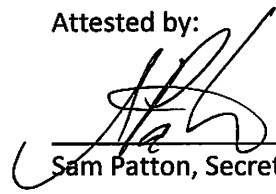
- Phil Tromburg is the district accountant and reviews all the financials throughout the year along with taxes. He is a certified reseller for Quickbooks.
- Quickbooks is moving to a cloud based program versus the program computer based system currently being used by the district.
- The district's current desktop software will be going to yearly fee and current version is a "for profit" application adapted to the districts needs rather than the "not for profit" version which should be used by the district. The fee will be \$500/year plus payroll version of \$541, totaling \$1,041.
- Online Quickbooks using the "non-profit" version is \$300/year plus payroll for \$684, totaling \$983/year. Alternative he can give a discount if purchased through him.
- Change in CPA could change data file but not sure on the discount until/if change is made. Data file belongs to the district but discounts would be contingent on other accountant.
- Phil states his firm can offer the payroll service for \$500/year instead of Quickbooks payroll. Overall cost with Phil, using their offered payroll and online subscription would be \$67/month, versus \$82/month direct with Quickbooks payroll, and \$87/month to get non-profit desktop software.
- The board would be able to go online and see reports.
- Currently the district has no security with the desktop version sitting at the station, but online will have security.
- Timing of the change could take place at any time or wait until the new budget year.
- Mr. Green asks further about board access. Phil confirms board members could have log in access with read only access to pull reports.
- Mrs. Daniel requests that the board approve this. There is not a current subscription to wait for expiration of. Phil believes this is a win/win for everyone. Mrs. Daniel will be able to access everything online at any time.
- **Motion #3** by Mr. Patton to adopt Quickbooks online as soon as possible, 2<sup>nd</sup> by Mr. Primmer. Unanimous approval. It shall be set up that Mrs. Daniel and Phil have write access, and the remainder of the board members will have read access.

#### 6. Adjournment

There being no further business to come before the board, the meeting was adjourned at 9:09 pm. The next regular scheduled meeting of the Board of Directors is scheduled for September 17, 2015 at Fire Station #1 at 7:00 pm.

END

Approved by:   
\_\_\_\_\_  
Derec Shuler, President

Attested by:   
\_\_\_\_\_  
Sam Patton, Secretary