



# GOLDEN GATE

## Fire Protection District

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Golden Gate Fire Protection District  
Meeting Minutes  
20 January 2022

1. Preliminary
  - 1.1. Location/Call to order: Sheila Carlon called to order the regular meeting of the GGFPD Board at 7:00 pm via Zoom.
  - 1.2. Welcome audience
  - 1.3. Pledge of Allegiance
  - 1.4. Roll call indicated a quorum was present with Sheila Carlon, Sam Patton, Dave Kinnard, Dannel Agar, and Paul Trost. Chief DiFeo was present.
  - 1.5. Additions and deletions to the agenda: Delete 5.2 since the first resolution covers both DEO designation and polling place. Add 5.6 to replace #8. Add Old Business 4.4. LOSAP update. Delete 5.4 IGA as an action item – update only.
  - 1.6. Conflicts of interest: Sam recused himself from Executive Session and follow-on discussion.
2. Minutes
  - 2.1. Approval of December 2021 Meeting Minutes: **Motion #1** by Sam Patton. 2nd by Dannel Agar. Vote: 5 yes. **Motion passes.**
3. Reports
  - 3.1. Treasurer's Report
    - 3.1.1. See <https://www.goldengatefire.org/minutes-and-financials/> for report.
    - 3.1.2. Open issues/summary of discussion:
      - 3.1.2.1. We were 40% under budget in review of 2021 but expect we will be over budget for 2022.
      - 3.1.2.2. Sheila inquired about being over budget on gas and electric at stations 82 and 83. Noted price of propane went up. Usage may go down since resident no longer lives at station 82.
      - 3.1.2.3. Dave asked about 624.01 Property & Casualty insurance and 626 Workmans' Comp status. Admin to review bookkeeping issue and reconcile differences between actual vs. budgeted amounts.
      - 3.1.2.4. Dave thanked Chief and team for getting us under budget operationally especially considering a 20% higher call volume and other financial stressors. Sheila concurred.
      - 3.1.2.5. Sheila asked Paul about the status of submitting the 2022 budget proposal to DOLA. Paul is in communication with Admin noting the due date of Jan 31<sup>st</sup>.
  - 3.2. Chief's Report
    - 3.2.1. See <https://www.goldengatefire.org/minutes-and-financials/> for report.
      - 3.2.1.1. Noted call volume is up for all area fire departments and trend will continue.
      - 3.2.1.2. Station 81 update- addressed Dannel's question about sliding doors.
      - 3.2.1.3. Addressed comments/negative feedback GGFPD received on social media regarding the hazardous conditions and accidents in the canyon on New Year's Eve. Chief made it publicly known that maintaining GGC Rd is not a fire department

responsibility. This is a Jeffco Sheriff/Road & Bridge responsibility. GGFPD responded to multiple calls that night, staying out in bad weather for long hours helping people get home and took umbrage at the citizens' complaints against the firefighters. Chief noted he did communicate with Road & Bridge supervisor.

3.2.1.4. Dave congratulated Chief on Strike Team work and asked if he would get pulled away during wildfire season. Chief said no, this is so he can manage Strike Force teams and task forces in the area.

3.2.1.5. Sheila noted the 2 storms following the New Year's Eve storm and commented that there's no good way to prevent people driving with inadequate snow-worthy vehicles. Closing I-70 and Clear Creek funneled traffic into Golden Gate. Sam noted the mapping apps detoured drivers to GGC Rd and down Douglas Mt which exacerbated the problem. Sam said that Jeffco was down 60 drivers and put priority levels on different roads and not plowing from 9pm -3am. Dave noted humorously that one driver's app routed him this way for a Las Vegas destination.

### 3.3. Community Organization Reports

#### 3.3.1. Auxiliary

3.3.1.1. Mary Preister noted GGAC is working with the Chief for funding the banquet. She will handle the funding and discuss differences after the fact. They negotiated with Applewood and lowered the fee and they will be removing the tax as well. Just trying to be good stewards of donated funds.

3.3.1.2. Working on the beds for Station 82.

3.3.1.3. Mary wanted clarification that the beds were being used by GG FFs at Station 82. Chief noted that TFPD FFs might be doing a shift at Station 82 with GG FFs and vice versa. Mary noted that this was not understood by the community but it's on the record now. She noted that she understood the shift workers were here for everyone's benefit, but some community members would not feel the same and the Chief may get some feedback from neighbors who don't appreciate outside FFs sleeping in our facilities. Chief noted that if this was creating too much strife for the GGAC that the FD will cover the mattress purchase. Mary reiterated that she needs these details early. Sam apologized that the delay in communication was his fault. Mary will be in touch with Sam after discussing with her board.

3.3.1.4. DeeDee Ramstetter asked about a POC for her liaison. Sam said that it's still Capt. Enright but Lt. Patton and Lt. Katz were also available.

3.3.1.5. Chief noted that the GGAC had a certain budget. Cost for the awards banquet went up and if necessary will contribute several hundred to support the awards banquet.

3.3.1.6. Mary commented that several GGAC members will pay for their dinners but Chief felt that we are all a team and that wasn't correct. Paul felt that since we are under budget for 2021 that we should pay. Sheila noted that the GGAC works hard for the FFs. Dannel concurred. Sam noted that there will be awards for some long-time members and everyone should be present to recognize them for their service.

3.3.1.7. Dannel asked about COVID testing for the awards banquet. A rapid test will be administered at the door. Dave noted the rapid tests are not as sensitive and if someone's been ill they may want to test at home prior so they aren't surprised at the door.

3.3.1.8. Mary thanked everyone for paying for GGAC dinners.

- 3.3.1.9. Dave asked if the county was doing away with regionalized slash collection for next summer. Chief said they have not finalized this.
- 3.3.2. Grange - nothing significant to report
- 4. Old Business
  - 4.1. Station 81 Update
    - 4.1.1. Reviewed in Chief's report.
    - 4.1.2. Sheila asked if anyone knew of local contractors they could refer, noting that a few they reached out to weren't licensed. Chief confirmed he reached out, asking if they were licensed and able to pull permits but they never replied.
    - 4.1.3. Paul asked about bids. Chief said no bids yet, waiting on MEP drawings.
    - 4.1.4. Dave thought finding contractors might be challenging due to Marshall Fire.
    - 4.1.5. Paul noted if our bids are too high, we may have to postpone. Everyone noted we'll have to wait and see.
  - 4.2. Grange Permission to Cross Agreement
    - 4.2.1. Sheila wanted this noted in the minutes that the Agreement had been signed and notarized by both Sheila and Terri and filed with the assessor's office.
  - 4.3. Exploration Committee Report
    - 4.3.1. Not much progress due to other priorities.
    - 4.3.2. Sheila asked if this entails documenting everything with a timeline so next board members will have some direction or recommendations on what this group has decided. Stay tuned for more in Feb.
  - 4.4. LOSAP update.
    - 4.4.1. Dannel wanted clarification that the 2021 remaining LOSAP funds were resolved.
    - 4.4.2. Dave reminded that 1099s are due in January for tax year 2021.
- 5. New Business
  - 5.1. DEO Designation 2022 Election
    - 5.1.1. Sheila noted that our new attorneys are really on top of things and very responsive. They prepared the designation for the 2022 election. That resolution states that there is a special district election on May 3<sup>rd</sup> with 3 seats up for 3-year terms. Also designates Sue Blair as our election official and gives her the power to cancel the election if the number of people running equals the number of seats on the board.
    - 5.1.2. Paul asked if she went over budget since she had to do some extra unplanned work.
    - 5.1.3. Sam wanted clarification that Sue Blair was the election official since the copy he has states on pg 2, para 3 that Micky Mills is the DEO? That has been corrected.
    - 5.1.4. Sheila reviewed the resolution, noting in particular that self-nomination forms are due in the office on Feb 25<sup>th</sup>. Ballot must be certified by March 1<sup>st</sup>. These are hard dates based on CO statutes and special district laws. In 2023 these will revert to 4-year terms.
    - 5.1.5. Paul asked about mail-in ballots. Sheila replied this was agreed on at the last board meeting. She reached out to 3 different DEOs who did not recommend in-person ballots due to COVID, access and other issues.
    - 5.1.6. **Motion #2** by Sam Patton to approve Resolution 2022-01-1 to designate Sue Blair for the upcoming election with mail in ballots. 2nd by Paul Trost. Vote: 4 yes. Dannel would like to see the latest revised version of the Resolution. **Motion passes.**
    - 5.1.7. Dave inquired how Sue Blair would update the mailing list to ascertain that everyone receives a ballot, citing past issues where residents didn't receive ballots. Sheila noted that DEOs communicate with the assessors to get the most updated list.
    - 5.1.8. Sam noted the revised form did not go out to the board so he will forward to board members.

- 5.1.9. Question asked in chat whether self-nominations forms could be postmarked by the 25<sup>th</sup>. No, they have to be in the office by the 25<sup>th</sup>. Hand-delivery is an option.
- 5.1.10. Dave asked about publicizing the opportunity. Sheila said SDA recommends we do some kind of notice, even though it's posted on our website and it's been announced. She suggested they send a postcard or email, some form of advance notice of the upcoming election. Noted DMRA is putting an email out but that reaches a limited audience.
- 5.1.11. Paul suggested that the Grange post a notice on their marquee board.
- 5.1.12. Sam noted that we need to make sure that we use the correct updated mailing list. Chief has the mailing list from the newsletter from last year.
- 5.1.13. Discussed notifications / timelines. Chief noted that last year the newsletter went out after the nominees were identified so they could include their statements. Paul felt that people need time to get their names in so a notice should be sent out before Feb. Sheila suggested getting the post card out first, then after Feb 25<sup>th</sup> mail the newsletter which acts as an update with candidate statements. The ballot must be certified in early March for a May election. Consider setting up a Zoom meet so people can meet / talk to the candidates. Chief noted the website is almost complete and we can add an election page. Sheila noted that those not involved in the election could work on the verbiage to get the post card ready to go. Chief needs someone to work on candidates' statements format/rules. Sheila noted the DEO has guidelines that she can send although the website has this information as well.
- 5.1.14. Dave suggested we can get an updated mailing list from Sue Blair. Paul felt we should get the list from the Assessor which is most accurate. For the integrity of this district, the post card must go out so everyone is notified of the opportunity to run. Dave noted there's a fee for this and we should coordinate with Sue so we order the 2022 version once.
- 5.1.15. **Motion #4** by Dave Kinnard that we authorize a postcard mailing expense of \$500. 2<sup>nd</sup> by Paul Trost. Vote: 5 yes. **Motion passes.**
- 5.1.16. Postcard draft will be sent to board members and DEO for review.
- 5.2. 2022 Meeting Calendar
  - 5.2.1. Sam reviewed the schedule noting all meetings will be virtual unless otherwise posted.
  - 5.2.2. **Motion #3** by Sam Patton to approve the 2022 schedule of meeting dates. 2<sup>nd</sup> by Sheila Carlon. Vote: 5 yes. **Motion passes.**
  - 5.2.3. DeeDee Ramstetter reminded that GGAC needs 2 weeks' notice for meals for Business Meetings. Sam will remind Capt. Enright.
- 5.3. IGA with Timberline Fire Review
  - 5.3.1. Chief reviewed the agreement which consists of two parts: 1) auto aid which we've had for 3 years and is getting ready to be renewed, and 2) cooperation with TFPD on how we can work better together to serve both communities. Auto aid has been beneficial for both districts. FFs enjoy working together; we have joint trainings, joint academies, so now we are looking at solving shift program issues that both departments face. Chief DiFeo and Chief Ondr looked at sharing shifts. GGFPD would get more benefit shifting with TFPD's paid shift workers. Chief included a requirement that 75% of shifts need to be completed in district before FFs can shift at TFPD. This is still evolving but working together, sharing resources, improving call response for both communities is the goal.
  - 5.3.2. Dave asked about liability, specifically, if GG FFs are shifting in TFPD, and there's a legal action against a TFPD personnel would GG share some liability and vice versa. Chief replied that the liability already exists, it doesn't matter where we are, we are still

liable if GG does something wrong. Same goes for TFPD. Sheila thought this section could be clearer in the revised agreement. Dave asked if it made sense to get a legal review of the agreement. Chief agreed and noted the reason it changed had nothing to do with liability; rather, having it combined with auto aid made it too cumbersome.

5.3.3. Dave asked about incident command. Would it be a principle if there's a call in GG, a GGFF would be in charge and vice versa. Chief said not necessarily. It depends on seniority/experience of FFs present. Auto aid specifically says that whoever shows up first takes command which is normal practice in the fire service.

5.3.4. Sheila asked if this will be ready in Feb. Yes, two IGAs will be ready in February.

5.3.5. Dave asked if it would be appropriate to put the agreement out for public review (public document) prior to the meeting. Chief felt the board should look at it first but could put some general information out. Dave thought a 2 phased approach to discuss prior and then post in advance for public review would be appropriate. Chief agreed.

5.3.6. A question was asked in chat what an IGA was. It's an intergovernmental agreement between govt or quasi govt agencies. Chief clarified that the IGA is a formality (will double check) that we don't need a formal agreement but for this kind of thing it's important to highlight how we will cooperate to solve mutual problems.

#### 5.4. Accountant Review

5.4.1. Sheila raised this concern based on hearing frustrations with previous interactions.

5.4.2. Paul would like to discuss this with Admin and Chief first before making any decisions.

5.4.3. Chief agreed and suggested we have a conference call before making changes. Paul would like to discuss internally first before looping in the accountant.

#### 6. Public Comment

6.1. Steve Green commented that restrictions on campaign statements need to be clarified, that this sounds like censorship and the board does not want anyone to say anything negative. Sheila noted the DEO has specific guidelines based on CO revised statutes. This was posted on the website at the last election. Dave worked on this last election, based on a resolution from 4-5 years ago, then republished it prior to the last election. Steve felt it sounded like the board could say they don't want anyone to say anything negative towards the existing board. Steve reiterated the necessity of complying with DEO rules. Dave thought there was some censorship for arbitrary actions years ago but doesn't believe there's any effect of censorship of rigorous critique. Steve wanted it clear that it can't be in violation of the first amendment.

6.2. Chat questions: Someone asked if the IGA tied us more to Timberline than the mutual aid agreement. Sam noted we currently have an IGA that's been in place for several years now that's been helpful for calls that border both districts. The IGA is in addition to mutual aid. It's about sharing shifts and resources. Chief noted we are not currently looking at the equipment piece. This is just sharing of personnel between districts.

6.3. Mary Priester reminded us that when we get the assessor's list we need to review it for duplication so households don't get multiple mailings. She advised sorting it according to the same address. Sheila asked Mary how current their GGAC list was. Mary said they used their list in Sep/Oct but she will have to ask her board and will get back with her. Mary also asked if a mutual aid agreement is essentially the same as an IGA. Sam replied they are essentially the same, noting other mutual aid agreements with other fire districts. Chief clarified the difference between mutual aid and auto aid. Specific call types in specific areas automatically dispatch specific depts which is auto aid. Mutual aid is a request for resources that is statewide. Dannel asked if they all fall under the IGA umbrella. No, only the auto aid falls under IGA.

- 6.4. Julie Ramstetter followed up on an earlier statement from Sheila that Sue Blair has the ability to close access to taking forms if there are only 3 openings. Chief clarified, if we only have 3 positions open and only 3 people apply, then we can save on election mailing costs because they would automatically be put in those positions.
- 6.5. Julie also was curious to know why the committee was able to meet in October and public access was denied when that goes against the bylaws. Dannel noted public access was not denied. Sheila noted that it was a study group meeting which is not considered a public meeting. If there are 3 or more board members it's considered a public meeting but there were only 2 board members, a fire chief and several at-large members. Study groups fall under different rules. Julie asked if there were any reasons why the public couldn't sit in as long as they didn't comment or cause disruptions. Chief addressed this, saying the study group has no authority to take any action or make a decision. This group just makes recommendations to the board which then become available for public discussion. The study group performs data mining. Julie followed up with the reason she asked about being able to attend study group meetings was that it wasn't clear that the IGA between TFPD and GGFPD covered TFPD FFs doing shifts. People didn't realize there was a sharing of volunteers and assigning shifts. Chief raised the shift sharing aspect several board meetings ago and that's why he included it on the agenda for tonight, although this action item is delayed.
- 6.6. Executive Session
- 6.6.1. **Motion #5** by Sheila Carlon to move to executive session at 8:50 pm pursuant to Section 24-6-402cf to discuss a personnel matter regarding the District Chief who has been notified of the session.
- 6.6.2. Members (Dannel, Sheila, Paul and Chief) moved to a zoom breakout room for Executive Session.
- 6.6.3. Returned to regular session at 9:26 pm.
7. New Business – Continued (note this should actually be 5.6)
- 7.1. Personnel Salary
- 7.1.1. Sheila provided background on delay of this decision due to board member absences.
- 7.1.2. **Motion #6** by Sheila to approve Chief's salary as budgeted to \$20,000 for 2022. 2<sup>nd</sup> by Paul Trost. Vote: 3 yes. **Motion passes.**
8. Adjournment
- 8.1. Sheila Carlon adjourned the regular meeting at 9:28 pm. The next regularly scheduled meeting of the Board is on February 17th, 2022, at 7:00 pm via Zoom.

END

Minutes approved by the Board on February 17, 2022.