



Golden Gate Fire Protection District

Minutes – January 14, 2016

Board Meeting

Written by Sam Patton

1. Preliminary
 - 1.1. Location: Golden Gate Fire Station #1, 32360 Robinson Hill Rd. Golden, CO.
 - 1.2. Call to order – 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.
 - 1.6. Additions and Deletions to Agenda
 - **Motion #1**, Patton to add item 3.3 to update Jeffco Hazard Mitigation Planning process, 2nd Daniel. Approved
2. Public Agenda
 - 2.1. Public Comment
 - Dannel Agar would like board to consider changing positions within the board to freshen up the board.
3. Committee Reports
 - 3.1. (0:03:21) Treasurer's Report – Presented by Mrs. Daniel
 - As meeting is earlier than typical, not all reports are ready at this time.
 - All checks are ready for signature.
 - Working to close 2015.
 - 2015 contingency fund discussion with banks on January 15th to discuss options.
 - Board members access to Quick Books. Not all board members have received access yet from Phil. Daniel will check with Phil on this access. Only 3 users can access at one time.
 - 3.2. (0:06:39) Fire Chief's Report – Presented by Lori Brill
 - Report read by Lori.
 - 16 fire fighters currently.
 - Auxiliary working to help get refrigerator at station #1 replaced.
 - Chief gave suggestions to the board for finding a replacement chief.
 - 3.3. (0:11:11) Jefferson County Hazard Mitigation Planning update – Presented by Mr. Patton
 - Next schedule dates include:
 - February 17th public survey will be sent out
 - Submitted for public review in March 2016
 - Submitted to FEMA and State in April 2016
 - Local adoption in July 2016
 - The survey will be a link to the county's survey. The district will need to forward and share the link to all residents to the best we can (website, marquees, email, etc.).
 - It will be expected that all participating districts adopt the plan following review and public comment.

- GGFPD will have a section in the plan describing the district along with history and recommendations of public education or improvements.
 - Regarding Generators, the county has not re-bid the project at this time.
4. Old Business Requiring Board Action - None
5. New Business
- 5.1. (0:24:04) Fire Chief Search
- Board members received the chief job description at the December meeting and electronic version went to board members on January 14th.
 - Brill would like the new chief reviewed at 6 months of time and then on a yearly basis.
 - Brill asks that she and one more fire fighter be involved in the interview process.
 - Coal Creek is currently looking for a full time chief which will give competition.
 - Brill is comfortable being the interim chief until a new one is hired.
 - Brill asks that the FFs be able to give their feedback on the job description.
 - Shuler also discusses the advertisement used previously and deadline for application for the end of February.
 - Green states we should take more time for the review and application deadline.
 - Patton suggests that a survey and job description be given out at the upcoming banquet. Brill will hand them out to the FFs and collect filled in surveys at the Tuesday training session.
 - Survey would have simple questions of what you would add and delete from the existing job description. Include additional comments.
 - Colorado Division of Fire and IFF have a link for the posting of jobs for free.
 - Goal is to set the deadline for applications to March 4th.
 - **Motion #2** by Shuler to accept the Chief's resignation effective January 31st and appoint Lori Brill as interim chief, 2nd by Daniel.
 - Discussion
 - Green asks why wait to the end of January. Shuler would like Dan to work with Lori to transition responsibilities over the next 2 weeks.
 - Vote results – unanimous approval
 - As far as compensation, without affecting Lori's LOSAP, make the contribution to Lori's LOSAP based on the salary time as interim chief. To be revisited after review of the LOSAP guidelines.
 - Brill is not setting a deadline to be interim chief but would prefer the district hire the right candidate.
 - The question to answer is if the board is violating any rules of the LOSAP regarding the payment of Brill as interim chief. Daniel will get the by-laws together and send to the group for review and final determination of the method to compensate Brill.
- 5.2. (0:53:49) 2015 IFC
- Jeffco adopted the 2015 IFC code.
 - A draft sent out by Patton with updates to the proposed IFC amendment.
 - Changes to this draft handed out at the meeting by Shuler.
 - Green suggests changing multi-family to one and two family dwelling.
 - Green reads section 7 and the addition from Patton regarding the insurance requirement. This was removed by Shuler in the latest draft.
 - Shuler states we would offer waivers to residents that would be recorded against the property. Regarding waivers and Green's concern on amount of hay, section 5 applies the code to only premise identification, fire apparatus, and water supply requirements.

- Brill suggests the board invite Glenn Levy (Chief of Timberline) to discuss water issues. Brill discussed with Glenn and that he is not in favor of homeowner cisterns but rather community cisterns. They are planning to introduce a mill levy to fund a community cistern.
- Shuler discusses alternate language that includes the option of contribution to a community cistern.
- Green asks why it lists 36,000 for 3 houses. This amount can be changed, only listed as a start. Maybe should be 25,000 for 3 homes.
- Primmer suggests it state "shall be 10,000" rather than "a minimum of 10,000" to eliminate wrong interpretation. Shuler thinks it should be left as "a minimum".
- Green states the section 5 solves the problems in the IFC.
- Patton made the wrong reference in section 4 to reference section 6 rather section 5.
- **Motion #3** by Shuler to amend the resolution to re-include section 4 immediately preceding section 6 with the correct reference to section 6 and after the cistern requirement include alternately the fire chief can allow a contribution to a community cistern, 2nd by Patton.
 - Discussion
 - Board should be specific to the contribution amount.
 - All agree that the resolution state in general terms a contribution while then passing a separate resolution identifying the contribution amount.
 - A change was made to the commercial property definition to be "primarily used for business" rather than "solely".
 - Shuler amendment to original motion that after the cistern requirement it states "The fire chief or his representative may approve a contribution to a community cistern fund in an amount to be determined by the Golden Gate Fire Protection District board." 2nd by Green to this amendment.
 - Primmer and Green would like to see a final draft before approval. Patton hand writes the changes on the draft and gives to Green to reflect the changes. Green is satisfied with this approach and the changes.
 - Leave the community cistern requirement at 36,000.
 - Remaining language ok.
 - Vote results – unanimous approval of IFC Resolution.
- **Motion #4** by Patton to set the community cistern fund contribution at \$5,000, 2nd by Primmer. Unanimously approved.
- **Motion #5** by Shuler to authorize up to \$2,000 for the attorney to review and draft letters for driveway and water to make sure they comply with the intent. 2nd by Patton
 - Discussion
 - Alternately Shuler asks Green to draft the starting point to save the cost of the attorney to draft from new. Green will use the waiver draft he has and will make changes to address this. To be done before the next board meeting.
 - Vote results – 4 yes, 1 no (Green)

5.3. (1:50:55) 2016 Director Election

- There are deadlines approaching regarding the election calendar.
- Shuler talked with SDA about people to run elections. Quotes received.
- A quote from Sue Blair for \$2,000-3,000. This is under budget.

- Green states the quote is rather loose. Would like to see a not exceed amount.
- **Motion #6** by Shuler to hire Sue Blair per the quote with a not to exceed amount of \$10,000 and authorize Shuler and Patton to sign the resolution appointing DEO for elections, 2nd by Green.
 - Discussion
 - Sue Blair is not agreeing to the not to exceed number.
 - Sue was recommended by SDA.
 - Mail in ballot would be slightly higher in price than a polling place.
 - The district would still pay for hard costs above this quote.
 - Vote results – unanimously approved
 - Date of election is May 3rd and call for nominations will be Jan 24-Feb 18.
- It is recommended to have a newsletter as there are many items to discuss include Chiefs resignation, IFC adoption, and the call to nominations.

6. Adjournment

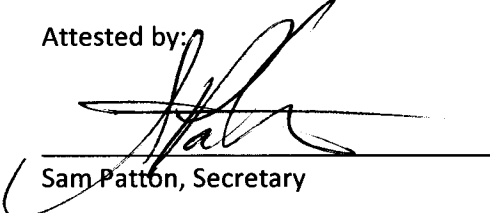
There being no further business to come before the board, the meeting was adjourned at 9:06 pm. The next regular scheduled meeting of the Board of Directors is scheduled for February 18, 2016 at Fire Station #2 at 7:00 pm.

END

Approved by:


Deree Shuler, President

Attested by:


Sam Patton, Secretary