



Golden Gate Fire Protection District

Minutes – September 15, 2016 Board Meeting

1. Preliminary

1.1. Location: Golden Gate Fire Station #1, 32360 Robinson Hill Rd. Golden, CO.

1.2. Call to order – 7:00 pm

The meeting was called to order at 7:00 pm by Dr. Kinnard.

1.3. Welcome Audience (no audience)

1.4. Pledge of Allegiance

1.5. Roll Call

Roll call indicated a quorum was present with Dr Kinnard, Mrs. Daniel, and Mr. Primmer. Mr. Patton excused absence, Mr. Shuler absent for the fourth meeting in a row.

1.6. Approve Agenda

Add agenda item 4.1 to discuss website access.

Add agenda item 5.2 to discuss community slash burning site.

Motion #1 to add agenda items above made by Mr. Primmer, unanimous approved (3 yes).

2. Public Agenda

2.1. Public Comment, no public in attendance so no comments.

2.2. Approval of Minutes – August 18, 2016

Motion by Mrs. Daniel, unanimous approved.

3. Committee Reports

3.1. Treasurer's Report – Presented by Mrs. Daniel (see report attached)

- Discussion about how to report the income from the state if equipment is dispatched to a mutual aid at the state level in the future. There would be separate line items for the expense and the income on future budgets.
- Multiple line items for vehicle maintenance and repair. Duplicates and report will be changed in the future.
- Question about the expense for the elections. The cost last year was \$9,300 and the budget was \$6,000. Future budgets will have to take this higher cost into consideration.

- Discussion about whether to have separate line items for vehicle maintenance vs. vehicle repair. Will make the change on future budgets.
- Discussion about whether to separate an operating checking account from the emergency funds so that all of the department's money isn't in the same account. Will review after the 2017 budget is made about putting the bulk of department's money assets into a money market account.
- Losap balance sheet posted on the website will not have individual detail. Past statements that were posted will be revised as soon as access is given. These detailed balance sheets should have never been posted.
- Direct deposit now setup for Doug and for Cathy.
- Checks presented for signing. Only one authorized check signer present. Mrs. Daniel stated that only one signature is required. Mr. Primmer reminded Mrs. Daniel of the resolution that was passed that requires two signatures. Mr. Primmer signed checks. Mrs. Daniel will track down Mr. Shuler for the second required signature.

Report Accepted.

3.2. Fire Chief's Report – Presented by Chief Doug Cupp (see report attached for more detail)

- 3 new applicants,
- 3 MVR, 1 wild land, 1 fall victim. Normal call volume
- Station 1 septic pumped. Station 2 needs excavation to get to the lids.
- Engine 832 overheating and is scheduled for maintenance and repair.
- Pump leaking on type 6 engine. Will be scheduled for repair after wild land fire season.
- Looking into grants to purchase a new type 6 engine.
- Other options include leasing a type 6 from the State for a minimal cost (up to \$1000 per year). Part of the agreement is to use the truck for mutual aid and might have to deploy to a large statewide fire.
- Obstacle of getting a new or leased type 6 engine is storage. Indoor storage is not a written requirement but understood. Requesting indoor parking from Jeffco at the bottom of the canyon.
- Also will be requesting from Jeffco Open Space to provide heated truck storage in the future with the opening of the new park.

- Another option is to eliminate the lower level office from station 1 and remodel a truck bay into station 1. This would be the quickest and least expensive option vs. building a new building. A bid will be obtained this year.
- A truck stored at the bottom of the canyon would make sense given the members that would respond at any time throughout the day.
- A shipping container could be purchased and utilized for storage and for firefighter training. Now is a good time to purchase a shipping container due to the low current cost.
- Members in firefighter 2 training.
- The future of emergency dispatch is changing. Jeffcom will be up and running mid to late 2017. The cost will be \$45 per call. There will be no choice for any department, unless the department has its own dispatch center. Current recommendation is to transfer to Evergreen now so that when Evergreen transfers to Jeffcom the changeover will be smoother. Additionally Evergreen will request \$75,000 from Jeffcom for GGFPD, Genesee, and Highlands to help pay for the additional costs. If GGFPD goes to the 911 board on our own, we'll have less bargaining power. Evergreen will put a package together to Jeffcom on behalf of GGFPD. Evergreen is commencing coverage tests from their new tower. Once testing is complete, a decision will have to be made to make the change on January 1, 2017. The ongoing cost is \$45 per call (\$3500 per year) plus a \$3000 per year maintenance package. The maintenance package would cover all costs for radios and transmitters. Eventually GGFPD will be setup to transmit via 800 MHz or VHF due to different terrain and different mutual aid partners utilizing both. Digital pagers will no longer be utilized, so the \$3500 cost for these will be eliminated.
- If the repeater on Guy Hill is utilized after testing is complete, an agreement will be in place to protect GGFPD.
- Auxiliary: The path of authority for spending starts with the Chief and gets approved by the assistant chief. One firefighter is also in the loop on what gets purchased. The auxiliary is not allowed to purchase anything without the approval of the Chief and/or assistant chief. The Chief will request that the Auxiliary publish a general accounting to be made public. This report will be published monthly in the Chief's report. If there are any concerns of misspending the Chief should be notified.

- Chief Cupp has been involved with Auxiliary type of organizations in the past and this is how they have operated.

Chief's report is accepted

4. Old Business Requiring Board Action

4.1. Website access in order to have a professional review and make sure everything works correctly. The board had approved a motion several months ago for Mr. Primmer to get access and have a professional review the website for correct operation. Several months have passed and Mr. Shuler has yet to provide this information. No progress on the website review. Mrs. Daniel is still unsure as to what was requested. Mr. Primmer explained that access is needed such that a professional can get into the site to see how it is constructed and determine if they can help. Chief Cupp would like access in order to make quick changes on the site. For example listing if there are fire restrictions in effect.

- Mrs. Daniel did not remember that the board had approved in the past that Mr. Primmer would get a professional to look at the website.
- No action taken since Mr. Shuler was not in attendance and Dr. Kinnard states that Mr. Shuler has not been in attendance for the last four meetings. So nothing has happened.
- Cathy is now posting all documents on the website. This is the reason they are now being posted in a timely manner.
- Chief Cupp states that in the past he was involved with updating websites. With a base platform website that is easy to make changes and informational updates. Only involving a professional to make major design changes.
- Dr. Kinnard will follow up with Mr. Shuler and Mr. Patton about obtaining access and getting a professional review.

5. New business

5.1. Mr. Shuler was supposed to present the memorandum of understanding needed for Jefferson County in order to proceed with the ongoing generator grant.

- See MOU attached. Required so that Jeffco will continue to facilitate the generator grant for GGFPD
- Jeffco has reopened bids for the generator grant

- Original bid was disallowed because the contractor with the original low bid also helped to write the RFQ. Dr. Kinnard states that he would like more information, but the two board members that have been working on this issue are not present.
- **Motion #2** Mrs. Daniel makes motion to approve the MOU to allow Jeffco to proceed with the generator grant. Dr. Kinnard seconds. Approved unanimously (3 yes).

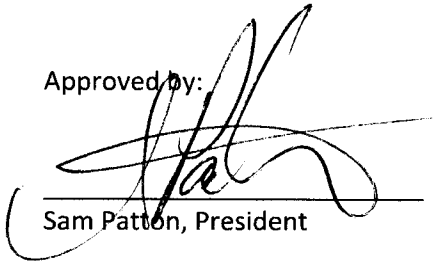
5.2. Email from Community member Dan Agar about the possibility of providing a ½ acre site to Jeffco and they would provide a chipper. The site would be used to store slash for some time period then the county would bring their chipper and dispose of the slash. There would be no cost to the department or community.

- Discussion of different sites available but no decision was made. A request will be sent out via email and posted on the website requesting the use of a lot.
- Chief Cupp states that Boulder county has a free drop off site and knows that a lot of people from other counties utilize this site. And they don't care.
- Dr. Kinnard asks if there is a board email list. Mrs. Daniel states there is no list. Mr. Primmer states that Mr. Patton has a list that he uses to send out the agenda.
- **Motion #3.** Dr. Kinnard makes a motion that the board sends out a request via all methods, email, website, etc.. to request a site from a community member. Mrs. Daniel seconds, unanimous approved (3 yes)

6. Adjournment

There being no further business to come before the board, the meeting was adjourned at 9:30 pm. The next regular scheduled meeting of the Board of Directors is scheduled for October 13, 2016 at Fire Station #2 at 7:00 pm.

END

Approved by: 

 Sam Patton, President

Attested by:

 Derec Shuler, Secretary