

HIGH COUNTRY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
SPECIAL MEETING
OCTOBER 5, 2005

CALL TO ORDER

Meeting was called to order at 6:00pm

ROLL CALL

Fran Etkorn, Deb McCann, Bob Norris

NEW BUSINESS

1) Legal Council

Mark Cohen explained his background and introduced his partner Pat McCarville.

Board members adjourned for executive meeting to discuss legal council information. Member returned back into session of special meeting at 6:30pm.

Bob Norris made a motion that HCFPD hire Mark Cohen PC as their new district attorney. Paul Britton seconded the motion, motion passed.

Fran explained the current issue facing HCFPD regarding the Roosevelt Ridge subdivision to Mr. Cohen. Mr. Cohen stated the legal public notice in the paper is technically deficient, as the address is not included and the meeting time is to be changed.

Service area of special districts

- can include non-contiguous
- other places where it talks about "non-fragmentation"
- If only 1 owner – ok, if more than 1 owner must have at least 50% to file

HCFPD, as a board can contact the owners of Roosevelt Ridge and see if they can "sell them" on being included with HCFPD.

Mr. Cohen will contact Colorado Sierra stating their notice is deficient and hope to stop the process or at least gain some time from the inclusion.

Mr. Cohen will get a copy of the petition that they have filed requesting that they be included into Colorado Sierra.

Board members agreed that basic legal information about the district needed to be exchanged from Bruce Joss's office over to Mark Cohen's office.

ADJOURNMENT

The special meeting was adjourned at 7:25pm.

HIGH COUNTRY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
OCTOBER 19, 2005

CALL TO ORDER

The October meeting was called to order at 7:30pm.

ROLL CALL

Paul Britton, Fran Etzkorn, Bob Norris, Dave Boswell

READING OF MINUTES OF PREVIOUS MEETING

Bob Norris requested a correction made in September's meeting minutes of the paragraph concerning internet service to residents in the area. The sentence should read: ***Internet service for the station:*** Ionsky has requested to place a small receiver on HCFPD antenna tower so accessibility to high speed internet could be possible for some residents that reside by Station 2. Motion was made and seconded to approve October's minutes as presented with the above correction.

PUBLIC COMMENT/SPECIAL GUEST

None at this time

NEW BUSINESS

Station 6

Bobby & Judith (architects from CU) sent a 6 page spreadsheet for high & low costs for station 6 designs. Board members reviewed the costs and all documents were given to Bob Norris to review further and follow up on.

Procedures for written communications – Fran (resulting from 0805 mtg)

Fran stated that she hasn't been able to get a lot accomplished with this subject, but with the new lawyers on board, she felt this project may get completed soon.

District By-Laws

Fran stated that the current by-laws read "HCFPD board meetings will be started at 7:00pm". Members suggested that after Mark (HCFPD new attorney) had time to review the current by-laws that possibly an amendment could be made at the November meeting with additional additions or deletions to the current by-laws.

Director's Annual Dinner

Members all agreed that December 9th will be the scheduled date for the annual board of director's dinner.

CORRESPONDENCE/EMAILS/ANY HCFPD INFORMATION

Fran received a letter stating that the pension increase went into effect as of August 1st.

A letter was received from FPPA stating that everything is in order for our pension fund.

HIGH COUNTRY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
OCTOBER 19, 2005

Fran stated that all board members are covered with VFIS, there are two pages for this coverage within the VFIS booklet guidelines, one page is for the 4 regular board of director's and the second page is for the treasurer's position.

Roger received a letter from the Longmont city attorney, this document was given to Paul to review and talk about it at the next meeting due to the size of the document.

TREASURERS REPORT – John Etzkorn

John stated there has been no significant activity within the funds. A motion was made, seconded and passed to accept the treasurer's report as presented.

FIRE CHIEF'S REPORT/ADMINISTRATOR REPORT

Grants

Fran stated that the board of directors approved Garry Sanfacon to research upcoming grant availability to HCFPD for up to 4 hours at \$30 per hour.

Repairs

Roger stated that B-1 is being repaired after it was hit in an accident and reported the accident to the board members. The truck was returning from a call, was at an intersection and a car pulled in front of them, our members tried to avoid the accident but the other car could not see the truck due to sunlight. The left side of the brush truck was torn up and damaged the pump connections. Roger stated that additional work is being completed to this truck while it is in the shop.

R-2 is being re-designed with slide trays and other items that will be added to this truck.

An oxygen fill station is being purchased.

Wedgewood tank

Roger stated that the two property owners still need to sign off on the agreements before we can move forward on this project. Once we get the documents signed, the project will be turned over to Mark to review and complete.

High Speed Internet Service

Ionsky internet has approached HCFPD to place a receiver on the antenna tower in order to supply service to residents in the area. An Ionsky's employee came to HCFPD and went up the tower and stated to Roger that the line of sight was not good enough for a receiver but could be used for a few neighbors.

Ionsky is providing HCFPD with free internet and Mark stated that it was fine for Ionsky to place a receiver on our tower as long as HCFD was receiving something in return. Roger would like an agreement made up for this receiver to be placed on our tower which included lightning strikes, wind damage and their equipment should never interfere with HCFPD equipment. A motion was made to allow Ionsky to put equipment on our tower to service the neighborhood providing they provide an agreement of whatever might happen with a \$1M policy. HCFPD would like to also see if the other stations could get

HIGH COUNTRY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
OCTOBER 19, 2005

free service with this deal. Motion was seconded and passed. Shelia was instructed to contact Ionsky and see if they already have an easement agreement in place?

Structure Fire

Roger reviewed the recent structure fire with the board of directors: Roger stated that this incident was not called in as a structure fire at the time, when HCFPD members arrived on scene the incident was immediately called a structure fire and requested mutual aid immediately. Coal Creek, Nederland & Colorado Sierra arrived once mutual aid was requested. Boulder county investigation team was called in to investigate the incident. Roger stated that this is why RP (reporting party) information is so important to include all details to dispatch.

Fire Pump

Bob Norris reported that Mountain High Casino is going to build a 33 story tower. The corporate office donated a fire pump they had in their basement to HCFPD. This pump can pump 1,000 gpm and only has 50hrs on the motor.

Fill Dirt

Black Hawk has agreed to give fill dirt to HCFPD, as soon as HCFPD gets some trees cut down, the dirt can be scheduled for delivery.

Bunker Gear

Fran suggested that possibly the bunker gear located upstairs in Station 2 could be transferred to Station 3, as there is more room and easier accessibility.

Old Tables

Shelia asked the board if the old meeting room tables could be sold in a sealed bid auction for surplus, all members agreed that would be okay.

Roosevelt Forest land

Fran stated that Station 2 is placed on approx 2 acres and the far west corner of where station 2 is located there is a small section of land that is owned by Roosevelt National Forest. Fran stated that it is impossible to buy land from the National Forest but stated that HCFPD is looking for a piece of property elsewhere to purchase and then possibly a land trade with the forest land could be agreed upon by all parties.

Executive Session

At 9:00pm the October Regular meeting was interrupted, a motion was made, seconded and motion was passed to have the board of directors, fire chief and lawyers go into executive session to discuss the Roosevelt Ridge issue and Budget issues.

At 9:23pm the regular meeting was called back into session

Inclusion:

Bob Norris questioned Greg Gulka (president from Colorado Sierra board of directors) as to why Colorado Sierra started the inclusion into their district for the Roosevelt Ridge subdivision? Bob stated that when Greg attended the HCFPD monthly meeting a couple of months ago, everyone talked about how Colorado Sierra would be asking for

HIGH COUNTRY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
OCTOBER 19, 2005

inclusions of the possible new subdivision by Brackers subdivision area whereas HCFPD would be asking for inclusion rights with the new subdivision in Roosevelt Ridge subdivision. Bob stated that when they seen the Public Notice in the paper the HCFPD board felt that Colorado Sierra and HCFPD had obtained a "Gentleman's agreement" on this issue and felt somewhat slighted. Greg stated that he had nothing to do with this inclusion, Roosevelt Ridge's lawyer went directly to Bruce Joss and not thru the board of directors of Colorado Sierra. Greg stated that the hearing was stopped due to the fact that three lots were sold and the whole property has to have a title search.

Executive Session

A motion was made, seconded and passed to go into executive session once again at 9:29pm.

At 9:57 the Regular meeting was called back into session

Budget:

Shelia was instructed to place the required advertisements in the local newspapers for the public hearing to adopt the 2006 budget. Dave stated that last year's ad could be copied and used and just to make sure to change the dates.

Board of directors reviewed the budget that Roger, Bob & Fran had compiled at their meeting on October 17, 2005. There were only two changes to the budget that were discussed.

Fran stated that since there was a new line item of \$100,000 placed on the budget, if the board of directors still wanted to continue onward with station 6? Members agreed that station 6 project should continue as planned.

Response Times

Roger and board members discussed the automatic mutual aid times. Board members felt that after 3 minutes if the first responding agency does not answer, then the first responding agency should be toned once again along with another agency. Roger will discuss this issue at the next Chiefs meeting scheduled for November.

OFFICERS & COMMITTEE'S

None at this time

OLD BUSINESS

ISO rating

Fran stated that no one has worked on this project very much and she has given this project over to Paul Britton. Roger will join Paul on this committee, Paul stated that he will research to see what direction he needs to go.

A copy of a letter from Bruce Joss (former attorney) was given to Mark Cohen (new attorney) stating that everyone in Boulder county must donate \$2,500 to the fire district they are in or build a cistern to cover their square footage of their house. Fran stated that she would like Mark to look over the facts on this issue. Members discussed the

HIGH COUNTRY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
OCTOBER 19, 2005

procedure to Mark to update him on what has been said and done, Mark will review this subject and get back to the board with his findings.

Liability insurance

HCFPD has sub-contractors come in to paint and do handy man jobs and asked Mark “do we need to have the sub-contractors have more than liability insurance.” If something would happen to these sub-contractors while doing duties for HCFPD, the sub-contractor could be considered an employee. Mark will write up an independent contractor agreement that will be good for one year after the sub-contractor signs off on it. Roger stated he would like to see a written procedure made concerning this issue.

Grant info

Fran received information about an upcoming grant writing conference, no one was interested in going to a grant writing class.

Service awards dinner

Fran asked for volunteers for the upcoming service awards dinner to help BBQ the salmon. Bob Norris volunteered to help and stated he would arrive around 5:30pm, since dinner was scheduled for 6:00pm.

Recreation center – exercise program

The Gilpin Recreation Center is unable to keep the paperwork for the proposed exercise/recreation usage time for the facility. A motion was made, seconded and passed to purchase \$100 worth of \$2 tickets, to hand out to members. Shelia will coordinate the tickets and distribution of these tickets

NEXT MONTHS MEETING

November 16th, located at Station 2 at 7:30pm.

ADJOURNMENT

The October meeting was adjourned at 10:34.

In minutes of March 1, 2006

High Country Fire Protection District

Board Projection 2006-2011

1. Tank on Wedgewood
2. ISO rating lowered
3. Work on retention files
4. Build Station 6 at hwy 46 and Smith Hill road.
5. add 2 new fire trucks
6. Hire full time employees
7. Continue exploring property for St2 addition, Roosevelt Natl. Forest
8. Work on combining HCFPD and Colo Sierra fire districts
9. NFIRS
10. Complete bays at station #2 (dry wall)
11. Complete upstairs at st#3
12. Storage shed for st #2
13. Add on to st #2 (bedrooms, offices, meeting room and etc
14. Build a new station #1
15. TV service for St 2 and 3

Also attached to these projections:

High Country Fire Protection District
2003

1. Complete the by-laws
2. Complete the Personnel Policy
3. Put 12,000 gallon tank on Wedgewood
4. Inclusion letters to go out
5. ISO fire rating
6. Complete addition to Station #3
7. Upgrade Board office/Adm. Office, Chief, and meeting room with paint carpet and lights
8. Sell a truck
9. Work on retention files

High Country Fire Protection District

2 to 8 Planning

2 to 4 years

1. Complete site Plan for Station #6
2. Build a Fire Station on site at St #6
3. Replace 2 Fire trucks (not in same yr)
4. Hire one or two full time employees

5. ISO rating for whole District to be at an 8 or 7.
6. Contact Rossevelt Natl. Forest for expansion of property for Station #2
7. Continue working on combining Colo sierra Fire District & HCFPD
8. Radio Tower at Sta #3
9. Up grade SCBAs
10. 35, tank St #4

9-23-00

HCFD Planning x 20

Ken Eye

Governance

- 5 Board structure same
 - Possible joining with CS board
 - Bylaw change re Board hire paid staff
- 5-10 Board seek upgrade bylaws from club to prof org
 - Ongoing board training instituted
- 10-20 Board expanded to 7-10

Admin

- 5 Paid/Professional fire administrator full-time
 - Paid local code/prevention staff ½ time
 - Board hire staff .. not member elected
 - Formalize training under professional admin
- 5-10 Paid 2 to 3 Fire Ground Chiefs full time
 - Paid code/prevention officer full time

Personnel

- 5 Initial paid admin
 - Maintain volunteer structure
- 5-10 Paid 2-3 full time firefighters
 - Integrate full time firefighters with volunteers
- 10-20 Paid firefighters as needed
 - Maintain volunteer structure

Service

- 5 Get 5-10 35Ktanks operational
 - Consolidate area with inclusions of gaps
 - Coord with ambulance service
- 5-10 Incorporate CS area..optional for HCFD
 - Lower ISO fire rating
 - Possible incorporate ambulance service
 - Get residential related code in place re wildfire
- 10-20 Integrated emergency service county wide

Facilities

- 5 Abandon station 5.. trade land to Co. or sell (crossed out)
 - Plan/build new central station to replace station #3
 - Use #2 and new as core stations

- Use new for admin center (crossed out)
- 5-10 Place substation depending on growth (crossed out)
Communications will go to 800mhz
Communications may use mobile command center for admin on scene with fire ground staff.