



Timberline Fire Protection District – Regular Meeting Minutes
January 14, 2015 @ 7PM - Station #3, 660 Highway 46, Black Hawk CO 80422

MEETING CALLED TO ORDER: 7:03PM

TITLE	ROLL CALL	PRESENT
PRESIDENT	JIM CRAWFORD	X
VICE-CHAIR	RICK WENZEL	X
TREASURER	RIK HENRIKSON	X
MEMBER AT LARGE	CHIP SMITH	ABSENT, EXCUSED
SECRETARY	PAUL ONDR	X
	OTHERS PRESENT	
CHIEF	CHRIS SCHIMANSKEY	X
MINUTE TAKER	JENNIFER HINDERMAN	X

CHANGES TO AGENDA:

RICK WENZEL: ADD STATION 9 DISCUSSION – SLINGER OFFER

BUNKER GEAR PURCHASE – PURCHASING POLICY AND PROJECT MANAGEMENT POLICY

PRESENTATIONS:

RYAN ERICKSON AWARD: CHIEF SCHIMANSKEY AND SHERIFF HARTMAN PRESENTED AN AWARD TO MR. RYAN ERICKSON IN RECOGNITION OF THE CHALET DRIVE FIRE.

FIREFIGHTER I AWARD: RECOGNITION OF JOSH KELLETT FOR COMPLETING HIS FIREFIGHTER 1. PRESENTATION OF HIS BLACK HELMET AND CHALLENGE COIN.

PUBLIC COMMENT: NONE

CORRESPONDENCE/EMAIL: NONE

LEGAL ISSUES: NONE

APPROVE MINUTES:

DECEMBER 10, 2014: REGULAR MEETING/HEARING:

RICK MOVED TO APPROVE THE MINUTES FROM DECEMBER 10, 2014. RIK: 2ND.

CHANGE APPROVAL DATE TO 2015.

PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

DECEMBER 16, 2014: WORKSHOP

RICK MOVED TO APPROVE THE MINUTES FROM DECEMBER 16, 2014. PAUL: 2ND.

RICK REQUESTED A SUMMARIZATION OF MEETING FOR FUTURE WORKSHOP MINUTES.

PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

TREASURERS REPORT:

RIK HENRIKSON REVIEWED THE DECEMBER 2014 FINANCIALS – ATTACHED.

BRIEF REVIEW OF THE AMENDED CAPITAL BUDGET

SOME OF THE REPAIR COSTS WILL BE COVERED BY THE DOLA/GAMING IMPACT GRANT

CHIEFS REPORT: ATTACHED

2015 FEE SCHEDULE: MOVED TO FEBRUARY

OLD BUSINESS:

UPDATE ON STAFFING PLAN:

BUSINESS MANAGER HOURS: PAUL AND CHIEF SCHIMANSKEY WOULD LIKE TO CONTINUE THE STAFFING AT 40 HOURS, INDEFINATELY.

FIREFIGHTER HIRING UPDATE: CHIEF SCHIMANSKEY PRESENTED A PLAN FOR HIRING, ATTACHED. ANTICIPATED START DATE OF MARCH 15TH. JIM: HAVE WE ANTICIPATED ANY NECESSARY PURCHASES FOR THE NEW INDIVIDUAL? CHIEF SCHIMANSKEY: NOTHING THAT WOULD PUT US OUTSIDE OF OUR BUDGET.

POLICY FOR MEALS: JIM REVIEWED A DRAFT THAT CHIP HAD PRESENTED HIM – WOULD LIKE TO SEE POLICY BROKEN INTO TWO SUBSECTIONS (TRAVEL AND MEALS POLICY). REVIEW IN FEBRUARY.

CONTRACT: ROLLINSVILLE BUILDING – APPROVED FOR ONE MORE YEAR. THE SLINGER FAMILY IN ROLLINSVILLE HAS OFFERED RENTAL SPACE IN ROLLINSVILLE. RICK WENZEL SPOKE WITH LYNN SLINGER – RIK, PAUL AND CHIEF SCHIMANSKEY WILL FOLLOW UP. RICK ALSO SPOKE WITH COMMISSIONER GAIL WATSON ABOUT SPACE AND/OR LAND IN ROLLINSVILLE.

LONG RANGE PLANNING: PAUL SPOKE WITH DON TAYLOR. MR. TAYLOR HAS SENT THE BOARD MEMBERS A LIST OF QUESTIONS TO ANSWER BEFORE THE WORKSHOP ON JANUARY 20TH. CHIP WAS LOOKING INTO FINDING SPACE FOR THE MARCH MEETING – PAUL WILL FOLLOW UP WITH CHIP. CHIEF SCHIMANSKEY SHOULD BE AVAILABLE FOR THE WEEKEND RETREAT.

NEW BUSINESS:

STATION 1 BUILDING PROJECT: PAUL SPOKE WITH EMMIT HOYL REGARDING UPDATING THE POSSIBLE DRAWINGS AND GETTING WITH THE ATTORNEY TO GET INFORMATION ABOUT THE BEST WAY TO GET OBTAIN BIDS. JIM WOULD LIKE TO REVIEW THE OPTIONS OF OBTAINING THE CORNER PROPERTY FROM THE GIGGEY FAMILY, AND IS THAT FINANCIALLY VIABLE? WILL BOULDER COUNTY PUT ANY REQUIREMENTS ON US THAT WILL MAKE THE REMODEL COST PROHIBITIVE? OR, THE STEEL BUILDER FOR STATION 8 ALSO HAD AN OPTION OF PULLING DOWN 3 WALLS AND REPLACING WITH A STEEL BUILDING. RICK AND GALEN WILL MEET WITH THE GIGGEY FAMILY TO DISCUSS OPTIONS. THERE WILL BE ADDITIONAL COSTS FOR THE CONTINUOUS DIGOUT OF THE BACK WALL.

2015 MEETING SCHEDULE:

MEETINGS WILL BE HELD AT THE FOLLOWING LOCATIONS : JUNE (STATION 4), JULY (STATION 9), AUGUST (STATION 8)

PAUL MOVED APPROVE THE NOTICE OF PUBLIC MEETINGS AND ADOPT THE RESOLUTION FOR 2015 MEETING SCHEDULE WITH THE LOCATION CHANGES NOTED. RIK: 2ND.

PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

MISSION & VISION STATEMENT, CODE OF ETHICS AND CORE VALUES

RICK MOVED TO ADOPT THE MISSION AND VISION STATEMENT, CODE OF ETHICS AND CORE VALUES. PAUL: 2ND.

PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

CAPITAL FUND SPENDING FUND PROBLEMS/BUNKER GEAR:

RICK WOULD LIKE TO REVIEW THE CURRENT PROJECT MANAGEMENT POLICY AND PURCHASING POLICY TO CLARIFY OUR CAPITAL FUND PURCHASES. JIM IS STATING THAT THE CHIEF ONLY HAS DISCRETIONARY SPENDING WITHIN THE GENERAL FUND AND NOT THE CAPITAL FUND. CHIEF SCHIMANSKEY WANTS TO CLARIFY THAT THE BUNKER GEAR WAS A BUDGETED ITEM. PAUL: WHY DIDN'T THIS DISCUSSION HAPPEN TWO MONTHS AGO WHEN THE GEAR WAS IN THE OFFICE FOR REVIEW AND BUDGET DISCUSSIONS WERE OCCURRING?

RICK WANTS TO CLARIFY THE PROJECT MANAGEMENT POLICY: RICK STATED THAT THE POLICY ALLUDES TO CONSTRUCTION PROJECTS. JIM WOULD ASK THAT THE CHIEF PUT THE GEAR OUT TO BID WITH OTHER VENDORS AND MANUFACTURERS. CHIEF SCHIMANSKEY STATED THE MORNINGPRIDE GEAR MEETS OUR NEEDS – NEIGHBORING AGENCIES ARE USING THE SAME GEAR.

RICK MOVED TO AUTHORIZE THE CHIEF TO PURCHASE 15 SETS OF BUNKER GEAR AT THE VENDOR OF THE CHIEFS CHOICE. RIK: 2ND.

RIK WOULD LIKE TO CLARIFY THE WORDING IN OUR POLICIES FOR FUTURE PURCHASES.

JIM WOULD RECOMMEND THAT WE STILL GET THREE BIDS. RICK WITHDREW HIS MOTION.

PAUL: HAS A BID FOR 3 MORE VALVES. MAXFIRE IS HONORING THE BID GIVEN IN NOVEMBER, \$2055 IF THEY ARE INSTALLED AT THEIR FACILITY. ADDITIONAL FEE IF INSTALLED HERE.

PAUL MOVED TO PURCHASE 4 MORE VALVES NOT TO EXCEED \$9500. RICK: 2ND.

PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

CHIEF SCHIMANSKEY SAID THAT THE REMODEL OF STATION #7 SHOULD NOT EXCEED \$7500.

RIK MOVED TO RENOVATION WORK OF STATION 7 – DOWNSTAIRS TRAINING ROOM, NOT TO EXCEED \$7500. PAUL: 2ND.
AARON WILL BE THE PROJECT MANAGER.

PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

RICK STATED THAT ANY CAPITAL PROJECTS THAT ARE MORE THAN \$5000 WILL REQUIRE AT LEAST THREE BIDS. ALL BOARD MEMBERS AGREED. RICK, CHIP AND CHIEF SCHIMANSKEY WILL REVIEW THE POLICY AND COME TO THE FEBRUARY BOARD MEETING WITH A PROPOSED REVISION. RICK WILL ALSO REVIEW THE AUDITORS RECOMMENDATIONS FOR CAPITAL PURCHASES.

PAUL: WATER SUPPLIES/CISTERNS: CAN WE IMPLEMENT SOMETHING LIKE WE HAVE IN BOULDER COUNTY (CONTRIBUTION TO COMMUNITY CISTERN FUND)? TALK TO THE GILPIN COUNTY COMMISSIONERS ABOUT ADOPTING SOMETHING SIMILAR WHEN THE BOARD MEETS WITH THEM ON JANUARY 27TH.

EXECUTIVE SESSION:

CHIEFS PERFORMANCE/EXPECTATIONS

10 MINUTE BREAK

RECOVENE AT 9:20PM

CHIEF SCHIMANSKEY: THANKED THE BOARD FOR ALLOWING HIM THE PRIVILEGE OF DOING THE JOB. WOULD LIKE TO BOARD TO MOVE FORWARD WITH THEIR HIRING OF A CHIEF BY SUMMERTIME. THE BOARD WILL REVIEW THE STAFFING ISSUES IN THE UPCOMING MEETINGS. RECRUITMENT AND RETENTION COMMITTEE MEETS TOMORROW. THE VOLUNTEERS WERE EXCITED ABOUT THE NEW ID'S, THE COMMITTEE WILL DISCUSS OTHER OPTIONS FOR RETENTION.

PAUL: THE NEW AIRPACKS CAN NOT BE FILLED BY OUR CURRENT CASCADE SYSTEM AT STATION 6, UPGRADE TO SYSTEM IS \$9000. CHIEF TAYLOR OF BLACK HAWK IS WILLING TO ALLOW US TO UPGRADE THEIR SYSTEM FOR APPROXIMATELY \$500. OUR NEW TRAILER THAT WILL ARRIVE MID-SUMMER WILL BE CAPABLE OF FILLING THE PACKS.

PUBLIC COMMENT:

PATTY UNRUH:

CLARIFICATION OF THE SIGNIFICANCE OF THE CHALLENGE COIN.

STATION 9 APPROVAL: COMMISSIONERS APPROVED AT THEIR DECEMBER MEETING, WE HAVE A CONTRACT THRU 2015.

LYNN AND MARK SLINGER, OWNERS OF TESCO IN ROLLINSVILLE – THEY ARE PLANNING ON BUILDING EAST OF THE COUNTY BUILDING WITH AN OFFER TO BUILD TO OUR SPECS AND RENT TO US. ONLY PRELIMINARY DISCUSSIONS HAVE OCCURRED.

STATION 1: BUILDING IS VERY OLD WITH MANY ISSUES – BUILDING IS TOO SHORT AND DOORS ARE TOO NARROW. CLARIFICATION OF 3 OPTIONS: (1) SCRAP CURRENT BUILDING AND BUILD A NEW ONE (2) MODIFY DOORS OR (3) CUSTOM REMODEL OF FRONT OF BUILDING.

STATION 8 ISSUE CLARIFICATION: IS THAT DUE TO THE LEGAL ISSUES? YES.

NEXT MEETINGS:

WORKSHOP: JANUARY 20, 2015 @ 6PM-10PM – STATION #3

REGULAR MEETING: FEBRUARY 18, 2015 @ 7PM – STATION #3

MEETING ADJOURNED: 9:50PM

RESPECTFULLY SUBMITTED BY: JENNIFER HINDERMAN, FEBRUARY 18, 2015

SECRETARY: _____

DATE: _____