



**Timberline Fire Protection District – Regular Meeting Minutes**  
July 18, 2016 @ 7:00PM - Station #9, 135 Tolland Road, Rollinsville, CO 80474

**MEETING CALLED TO ORDER: 7:00PM**

TITLE	ROLL CALL	PRESENT
PRESIDENT	CHIP SMITH	X
VICE-CHAIR	CHRIS SAMUELSON	X
TREASURER	PAUL ONDR	X
SECRETARY	CHERYL TAYLOR	X
MEMBER AT LARGE	RIK HENRIKSON	X
	<b>OTHERS PRESENT</b>	
CHIEF	GLENN LEVY	X
MINUTE TAKER	JENNIFER HINDERMAN	X

**CHANGES TO AGENDA:** ADD HELMET PRESENTATION TO THE LEADERSHIP PRESENTATION

**PRESENTATIONS:**

**LEADERSHIP PRESENTATIONS BY CHIEF GLENN LEVY**

**LEADERSHIP PRESENTATION AND THANK YOU TO AARON SKEEN**

**LIEUTENANT HELMET PRESENTATION TO JOSH KELLETT**

**AUDIT PRESENTATION: JASON ADAMS**

**REVIEW OF 2015 FINANCIAL AUDIT** – JASON STATED THAT NO ISSUES WERE FOUND AND THAT THE AUDITORS ARE ISSUING A CLEAN, UNMODIFIED OPINION OF THE 2015 FINANCIAL STATEMENTS. THIS IS THE HIGHEST LEVEL OF ASSURANCE THAT CAN BE ISSUED FROM AN INDEPENDENT CERTIFIED ACCOUNTANT.

**APPROVE MINUTES:**

JUNE 13, 2016 : REGULAR MEETING

PAUL MOVED TO APPROVE THE MINUTES FROM JUNE 13, 2016. RIK: 2<sup>ND</sup>.

RIK: YES, CHERYL: YES, PAUL: YES, CHRIS: YES, CHIP: YES – **MOTION PASSED**

EMAIL DISCLOSURE FROM JUNE 28, 2016: COPY HAS BEEN ADDED TO OFFICIAL MINUTES - ATTACHED

**CORRESPONDENCE:** WIND AND FIRE MOTORCYCLE CLUB

**PUBLIC COMMENT:** NONE

**TREASURERS REPORT:**

PAUL REVIEWED THE JUNE 2016 DRAFT FINANCIALS

**CHIEFS REPORT: - SEE ATTACHED**

**CONSENT ITEM #01 – 6 MONTH REVIEW**

**DISCUSSION ITEM #01 – CAPITAL REPAIRS PLAN**

**DISCUSSION ITEM #02 – T52 PROCEEDS**

**DISCUSSION ITEM #03 – HIRING A FULL TIME MAINTENANCE/FACILITIES/FIREFIGHTER – POSSIBLY HIRE AS AN ADMINISTRATIVE/MAINTENANCE OR A FIREFIGHTER/MAINTENANCE (POTENTIAL FOR OVERTIME). EMPLOYEE WOULD NEED TO BE HOURLY NON-EXEMPT.**

CHRIS MOVED MOVE THE PROCEEDS FROM THE T52 SALE FROM THE CAPITAL FUND TO THE GENERAL FUND. PAUL: 2<sup>ND</sup>.

RIK: YES, CHERYL: YES, PAUL: YES, CHRIS: YES, CHIP: YES – **MOTION PASSED**

CHRIS SAID THAT HE WOULD LIKE TO SEE APPROXIMATELY 6 MONTHS OF RESERVES FOR THE GENERAL FUND AND SOMETHING LESS IN THE CAPITAL FUND. CHIP ASKED FOR 12 MONTHS IN THE GENERAL FUND, APPROXIMATELY \$530,000.  
RIK HENRIKSON THOUGHT THAT SOMEWHERE IN THE MIDDLE, 9 MONTHS.  
PAUL: WOULD LIKE TO SEE A MINIMUM AMOUNT SET IN THE GENERAL FUND (12 MONTHS) AND NO MINIMUM FOR THE CAPITAL FUND OTHER THAN THE TABOR RESERVE. DISCUSSION TO BE CONTINUED AT TOMORROW SPECIAL MEETING.

CHERYL: WOULD LIKE TO SEE A PRIORITIZED LIST OF THE CAPITAL PROJECTS WITH THEIR ASSOCIATED COSTS. APPROXIMATE COST TO FINISH ALL CURRENT CAPITAL PROJECTS: CHIEF LEVY STATED THAT IT WOULD TAKE APPROXIMATELY \$240,000. CHIP WOULD LIKE TO SEE SOME HARD COSTS AND A TIMELINE (IN PHASES) TO GET THE PROJECTS COMPLETED.

CHERYL: LIKES THE IDEA OF HIRING A DEDICATED PERSON FOR MAINTENANCE AND BASIC REPAIRS.  
GLENN: THIS PERSONS MISSION WILL BE TO "FIX STUFF" AND CONTINUE OUR EXCELLENT RELATIONSHIPS WITH OUR PARTNERS.  
CHRIS WANTS TO ENSURE THAT WE CONTINUE TO MAKE GREAT PROGRESS.  
RIK: WOULD LIKE TO SEE THIS PERSON HIRED AS SOON AS POSSIBLE TO CONTINUE CONTINUITY AND TRANSITION TO THE NEW CHIEF.  
PAUL: FEELS THAT WE NEED TO DO THIS AND SHOULD HAVE DONE IT MONTHS AGO.

PAUL MOVED TO APPROVE HIRE A MAINTENANCE/FIREFIGHTER PERSON. RIK: 2<sup>ND</sup>.  
CHIP ASKED TO TABLE UNTIL TOMORROW AT THE SPECIAL MEETING. **MOTION TABLED.**

3 MINUTE BREAK @ 8:36PM  
RESUME AT 8:44PM

#### **DISCUSSION ITEM #04 – PROPOSED DATE FOR CHIEF RETIREMENT**

#### **OTHER BUSINESS/INFORMATIONAL**

#### **ADDITIONAL INFORMATION PRESENTED BY THE CHIEF:**

CHIEF LEVY HAS AN OPPORTUNITY TO OPEN STATION #2 AS A RESIDENT STATION. HE HAS SPOKEN WITH CHIEF DARUNA OF GILPIN AMBULANCE TO WORK ON TURNING THE OFFICE SPACE INTO A DORMATORY.

CHERYL: PROUD OF OUR FIREFIGHTER HANDLING THE MAJOR VOLUME OF CALLS.

#### **OLD BUSINESS:**

SAFER GRANT UPDATE – GLENN HAS BEEN WORKING ON THE GRANT. BOARD WILL NEED TO DECIDE IF THEY WANT TO USE THOSE FUNDS TO HIRE A 2<sup>ND</sup> FIREFIGHTER FOR A 2 YEAR CONTRACT OR USE THE FUNDS TO PAY FOR THE POTENTIAL NEW EMPLOYEE. DEADLINE IS OCT 11, 2016. NOTIFICATION SHOULD BE AROUND THE END OF NOVEMBER.

HOMEOWNER INSURANCE ISSUES – INSURANCE AGENTS AND HOMEOWNERS ARE CALLING DAILY. WE ARE DOING THE INSURANCE AGENTS WORK, HOWEVER IT ASSISTS OUR TAXPAYERS. NO MANS LAND WILL BE THE NEXT BIG ISSUE.

BOULDER COUNTY: PILT (PAYMENT IN LIEU OF TAXES) SUPPORT LETTER. PILT FUNDS ARE PAID TO THE COUNTIES TO BE USED FOR EMERGENCY SERVICES. MANY OF THE CALLS WE RUN ARE OUTSIDE OF OUR DISTRICT AND SHOULD BE COVERED BY PILT FUNDS. GLENN WILL CONTINUE TO UPDATE THE BOARD. WE USE QUITE A BIT OF OUR REVENUES ON THESE CALLS – LAST WEEK WE NEEDED TO REPLACE TIRES AND SHOCKS DUE TO ONE OF THESE CALLS. GLENN WILL CONTINUE THE TALK WITH THE GILPIN COUNTY SHERIFF. HE WILL ALSO MEET WITH THE GILPIN COUNTY COMMISSIONERS TO REQUEST SOME PILT FUNDS, LIKELY IN SEPTEMBER.

#### **NEW BUSINESS:**

COUNTY ELECTION PARTICIPATION – NOT AT THIS TIME, JEN WILL FILE THE PAPERWORK.

LEVY QUARTERLY REVIEW – CHIP REQUESTED THAT THE FIREFIGHTERS FILL OUT A BASIC FORM. APPROXIMATELY 20% PARTICIPATED. SUMMARY AS FOLLOWS:

COMMUNICATION: CHIEF LEVY IS TRANSPARENT

TRAINING: COMPETENT AND PROFESSIONAL, NEEDS A TRAINING OFFICER

COMMUNITY RELATIONS: EXCELLENT PARTNERSHIP WITH NEIGHBORING AGENCIES

#### **PUBLIC COMMENT:**

ERIC DOUGLAS: SUPPORTS THE HIRING OF A MAINTENANCE INDIVIDUAL. ROSS PALMER SECONDS THAT THOUGHT.

**MEETING ADJOURN: 9:18PM**

**NEXT MEETINGS:**

REGULAR MEETING: AUGUST 17, 2016 @ 7PM – STATION #8 – OPEN HOUSE FROM 5:30 – 7:00PM

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**RESPECTFULLY SUBMITTED BY: JENNIFER HINDERMAN, AUGUST 17, 2016**

**SECRETARY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

DRAFT