



**Timberline Fire Protection District – Regular Meeting Minutes**  
November 17, 2015 @ 7PM - Station #3, 660 Highway 46, Black Hawk CO 80422

**MEETING CALLED TO ORDER: 7:07PM**

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

**CHANGES TO AGENDA:**

ADD CHRISTMAS PROPOSAL  
CHIEF SALARY – EXECUTIVE SESSION

**PRESENTATIONS:** NONE

**PUBLIC COMMENT:** NONE

**CORRESPONDENCE/EMAIL:**

THANK YOU LETTER FROM HUGO FIRE

**LEGAL ISSUES:** NONE

**APPROVE MINUTES:**

OCTOBER 12, 2015: REGULAR MEETING MINUTES

CHIP MOVED TO APPROVE THE MINUTES FROM OCTOBER 12, 2015. RICK: 2<sup>ND</sup>.

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

**TREASURERS REPORT:** ATTACHED. PAUL REVIEWED THE FINANCIALS FOR OCTOBER 2015.

FPPA PENSION CONTRIBUTION: \$2 INCREASE IS UNFUNDED. UNDERFUNDED BY \$2537.

CHIP MOVED TO INCREASE THE 2015 CONTRIBUTION. PAUL 2<sup>ND</sup>.

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

**CHIEFS REPORT:** ALL CHIEF AGENDA ITEMS ARE ATTACHED - REVIEWED BY CHIEF LEVY.

CONSENT AGENDA ITEM: 11-17-2015-01: RESIDENT PROGRAM UPDATE AND CONTRACT – CHIEF RECOMMENDED MOVING FORWARD WITH OPTION #1

CONSENT AGENDA ITEM: 11-17-2015-02: NATURAL GAS VS PROPANE – CHIEF RECOMMENDING OPTION #1

CONSENT AGENDA ITEM: 11-17-2015-03: GRANT/DONATION UPDATE:

PAUL MOVED TO APPROVE CHIEFS CREATE GRANT SUBMISSION (EMT TRAINING). CHIP 2<sup>ND</sup>.

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

CONSENT AGENDA ITEM: 11-17-2015-04: 2016 CARRYOVER BUDGETING – ANOTHER REVIEW PRIOR TO THE 2016 BUDGET ADOPTION

DISCUSSION AGENDA ITEM: 11-17-2015-01: STATION 9 CISTERN – CHIP RECOMMENDS OPTION #1, CHIEF LEVY FEELS THAT WE HAVE ADEQUATE RESOURCES TO SUPPORT THIS OPTION. BOARD CONSENSUS TO SUPPORT OPTION #1. CHIEF LEVY WILL LOOK AT OPTIONS AND COSTS FOR REMOVAL. JENNIFER WILL CONTACT GLADFELTER TO SEE IF THEY WILL ASSIST IN THE COSTS TO REMOVE.

DISCUSSION AGENDA ITEM: 11-17-2015-02: STRATEGIC PLAN

DISCUSSION AGENDA ITEM: 11-17-2015-03: BUSINESS MANAGER PERFORMANCE REVIEW – SHIFT TO SALARY INSTEAD OF HOURLY.

DISCUSSION AGENDA ITEM: 11-17-2015-04: STATION 1 UPGRADE PROJECT – QUALITY DESIGN CONSTRUCTION CHOSEN TO COMPLETE THE UPGRADE TO STATION #1. MEETING NEXT WEEK TO SIGN CONTRACTS AND FINALIZE AGREEMENT.

OTHER BUSINESS/INFORMATIONAL: 11-17-2015-01: GENERAL CHIEF UPDATE INCLUDING A BREAKDOWN OF SPECS FOR THE AIR/LIGHT TRAILER.

#### **OLD BUSINESS:**

GILPIN COUNTY BROADBAND GRANT SUPPORT LETTER – JIM STATED THAT THE ELECTION FOR 1C PASSED. SINCE THE COUNTY IS ELIGIBLE TO MOVE FORWARD WITH THE BROADBAND GRANT, TIMBERLINE SHOULD PROVIDE THE LETTER OF SUPPORT. JIM ASKED CHIEF LEVY MEET WITH COMMISSIONER WATSON AND PROVIDE THE LETTER.

INCLUSION OF GILPIN COUNTY PROPERTIES NOT IN DISTRICT: CHIEF LEVY REVIEWED NO MANS LAND AND PROPERTIES/LOGISTICS INVOLVED, AT THIS TIME WE DO NOT HAVE THE RESOURCES TO MOVE FORWARD WITH A COUNTY-WIDE DISTRICT/ELECTION. THE COUNTY IS SUPPORTIVE, HOWEVER THEY ARE FOCUSED ON THEIR OWN ISSUES FOR THE TIME BEING. NOT A PRIORITY AT THIS TIME.

INCLUSION OPEN SEASON: MOVE FORWARD WITH REGULAR OPEN SEASON IN FEBRUARY (NO FEE INCLUSIONS). CONTACT PROPERTY OWNERS WITHIN THE DISTRICT AND IMMEDIATELY ADJACENT. SCHEDULE HAS BEEN PREPARED.

SALE OF TENDER 52: NO CHANGES

2016 DRAFT BUDGET UPDATE: REVIEW OF MINOR CHANGES MADE TO BUDGET. PAUL ASKED ABOUT OUR TARGET RESERVES – SUGGESTED 50% OF OUR TOTAL ANNUAL BUDGET.

2016 PROPOSED MEETING SCHEDULE – REGULAR MEETINGS WILL MOVE BACK TO STATION #7 FOR 2016. TRAVELING MEETINGS TO BE DETERMINED.

#### **NEW BUSINESS:**

AUDITOR ENGAGEMENT LETTER:

RICK MOVED TO APPROVE CONTINUING WITH POYSTI & ADAMS FOR OUR ANNUAL AUDIT. PAUL: 2<sup>ND</sup>.

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

HOLIDAY PROPOSAL: CHIEF AND HIS WIFE WOULD LIKE TO HOLD A HAPPY HOUR FOR THE DEPARTMENT AT ROY'S LAST SHOT. CHANGE THE DECEMBER 10 BOARD MEETING @ 5:00PM THEN MOVE ONTO THE HOLIDAY PARTY. CHIP WOULD LIKE TO GIVE EACH FIREFIGHTER A TURKEY OR HAM. PAUL ASKED THE BOARD TO APPROVE APPROXIMATELY \$1000 FOR THE FESTIVITIES.

#### **BOARD MEMBER UPDATES:**

JIM: ALAN GREEN GRANT, RSG GRANT, SIPA GRANT HAVE ALL OPENED. ATTENDED COMMISSIONERS MEETINGS AND 911 AUTHORITY MEETING.

RICK WENZEL:

CHIP: FACILITIES UPDATES

PAUL: TRUCK UPDATES

RIK HENRIKSON: BOULDER COUNTY RADIO UPDATES

**PUBLIC COMMENT: NONE**

#### **EXECUTIVE SESSION: CHIEF LEVY REVIEW**

CHIP MOVED TO GO INTO EXECUTIVE SESSION PER STATUTE 24-6-402(4)(F) TO DISCUSS THE CHIEF PERFORMANCE REVIEW/SALARY.

PAUL: 2<sup>ND</sup>.

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

ENTER EXECUTIVE SESSION AT 8:48PM

END EXECUTIVE SESSION AT 9:05PM

PAUL MOVED TO INCREASE CHIEF LEVY'S ANNUAL SALARY TO \$90,000, BEGINNING JANUARY 1<sup>ST</sup> 2016.  
INCREASE PTO ACCRUALS TO 6.25 HOURS PER PP WITH A MAXIMUM ACCRUAL OF 8 WEEKS.  
LIFE INSURANCE TO BE PROVIDED AT 1X SALARY. CHIP 2<sup>ND</sup>.  
RIK: YES, CHIP: YES, PAUL: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

**ADDITIONAL COMMENTS:**

CHANGE OF DECEMBER MEETING TO BEGIN AT 5:00PM

**NEXT MEETINGS:**

REGULAR MEETING: DECEMBER 10, 2015 @ 5PM – STATION #3

**MEETING ADJOURNED: 9:10PM**

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**RESPECTFULLY SUBMITTED BY: JENNIFER HINDERMAN, DECEMBER 10, 2015**

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

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