



Timberline Fire Protection District – Regular Meeting Minutes
March 16, 2015 @ 7PM - Station #3, 660 Highway 46, Black Hawk CO 80422

MEETING CALLED TO ORDER: 7:10PM

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

CHANGES TO AGENDA: PAUL REQUESTED ADDING TALKING ABOUT BOARD SEATS

PRESENTATIONS: NONE

PUBLIC COMMENT: NONE

PUBLIC HEARING: IGNAT AND NICHOLAS PROPERTY – CHIEF SCHIMANSKEY HAD NO ISSUES BUT WOULD LIKE BOTH PETITIONERS TO INSTALL ADDRESS SIGNS.

PAUL MOVED TO APPROVE THE IGNAT PETITION FOR INCLUSION IF THEY PUT IN AN ADDRESS SIGN, AND ONE WILL BE PROVIDED IF REQUESTED. RICK: 2ND.

PAUL: AMEND MOTION TO APPROVE THE IGNAT INCLUSION. RICK 2ND.

CHIEF WILL MAKE SURE THE HOMEOWNER GETS A SIGN.

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

CHIP MOVED TO APPROVE THE NICHOLAS PETITION FOR INCLUSION. PAUL 2ND.

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

PUBLIC HEARING CLOSED AT 7:22PM

PENSION BOARD MEETING: ENTER AT 7:22PM

RESUME REGULAR SESSION: 7:36PM

PRESENTATIONS: NONE

PUBLIC COMMENT: NONE

CORRESPONDENCE/EMAIL: NONE

LEGAL ISSUES: NONE

APPROVE MINUTES:

FEBRUARY 18, 2015: REGULAR MEETING/HEARING:

PAUL MOVED TO APPROVE THE MINUTES FROM FEBRUARY 18, 2015. RICK: 2ND.

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

MARCH 14-15, 2015: WORKSHOP

PAUL MOVED TO APPROVE THE MINUTES FROM MARCH 14-15, 2015, WITH NOTED CHANGES. RIK: 2ND.

ADD BOARD MEMBERS AND TIMES.

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

TREASURERS REPORT: ATTACHED. RIK REVIEWED THE FINANCIALS FOR FEBRUARY 2015.

RIK SPOKE WITH JASON ADAMS, OF POYSTI & ADAMS, ASKING IF HE COULD REVIEW JANUARY THRU MAY 2015 DUE TO THE CHANGE OF BOOKKEEPING.

CHIEFS REPORT: ATTACHED.

JIM: DFPC GRANT UPDATE: AWARDS WILL BE RELEASED BY THE END OF MARCH.

FEMA SAFER GRANT SUBMITTED FOR RECRUITMENT AND RETENTION MANAGER.

NCR GRANT FOR 2015 WITH BLACK HAWK AND CENTRAL CITY FIRE, CLOSES MARCH 27TH FOR SCBA'S. LOOKING FOR GUIDANCE FOR MATCH – 10 PACKS, 20 BOTTLES AND 20 FACE MASKS. BOARD AGREED TO A 2% MATCH – APPROXIMATELY \$2000.

DOLA GAMING IMPACT GRANT COMING UP.

CHIEF WOULD LIKE TO BEGIN PHASE 2 OF THE STATION 7 UPGRADE: UPSTAIRS LIVING QUARTERS – 4 ROOMS. CHIEF ASKING FOR APPROVAL OF \$12,000 FOR THE UPSTAIRS UPGRADE. WINDOWS WILL BE PART OF PHASE 3 (WILL INCLUDE WINDOWS FOR STATION 6).

RIK MOVED TO APPROVE \$12,000 FOR THE PHASE 2 OF STATION 7 REMODEL. RICK: 2ND.

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

OLD BUSINESS:

IGNAT SETTLEMENT: PAYMENT RECEIVED – LIEN RELEASE FILED WITH COUNTY CLERK. ATTACHED.

POLICY FOR MEALS: CHIP STATED THAT HE WILL HAVE IT READY NEXT FRIDAY.

CHIEF PRESENTED A JOB DESCRIPTION FOR FIREFIGHTER/MAINTENANCE:

CHIP MOVED TO ACCEPT THE FIREFIGHTER/MAINTENANCE JOB BASED ON THE PROVIDED JOB DESCRIPTION. RIK: 2ND.

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

UPDATE ON STAFFING PLAN:

FIRE CHIEF: FOR THE TIME BEING, CHIEF SCHIMANSKEY WILL BE STAYING IN PLACE.

FIREFIGHTER: TRAINING CAPTAIN GLENN LEVY HIRED. FIREFIGHTER/MAINTENANCE TO BE HIRED SOON.

BOOKKEEPER: JEN HAS PICKED UP THE BOOKKEEPER DUTIES FROM SCOTT'S DEPARTURE, WITH SOME MINOR DUTIES MOVING OVER TO THE ACCOUNTING FIRM.

ROLLINSVILLE STATION: UPDATE. CONTRACT IS CURRENT UNTIL THE END OF THE YEAR. STILL LOOKING FOR OPTIONS.

LONG RANGE PLANNING:

RETREAT: RICK REVIEWED THE BOARD RETREAT – MET AT THE AMERISTAR CASINO FOR STRATEGIC PLANNING. SEE AGENDA/MINUTES FOR DETAILS ON SUBJECTS DISCUSSED. MR. TAYLOR SHOULD HAVE A DOCUMENT SOMETIME IN THE NEXT TWO WEEK WITH PRIORITIZING OF THE ITEMS DISCUSSED AT THE MEETING. EACH BOARD MEMBER WILL BEGIN REPRESENTING AN AREA OF THE DISTRICT – RIK HENRIKSON (ROLLINSVILLE), CHIP SMITH (SOUTH BEAVER TO MAGNOLIA), JIM CRAWFORD (CHALET PARK AND ASPEN SPRINGS), RICK WENZEL (SIERRA, DELTA, BUN GUN, PARADISE VALLEY AND MISSOURI LAKES), PAUL (SMITH HILL, GOLDEN GATE ESTATES AND ROBINSON HILL).

EACH BOARD MEMBER WILL TAKE A LEAD IN THE FOLLOWING AREAS: PAUL (FINANCE), CHIP (OPERATIONS), RIK (PLANNING), RICK (PR) AND JIM CRAWFORD (GRANTS).

CHIEF SCHIMANSKEY: WANTING TO LOOK TO OTHER WAYS TO REACH OUT TO THE COMMUNITY.

STATION 1 BUILDING PROJECT: RFP ATTACHED. RICK WILL BE THE PROJECT MANAGER AND POINT OF CONTACT FOR THE STN 1 RFP.

STATION 8 WATER, SEPTIC, BATHROOM PROJECT: RFP ATTACHED. PAUL WILL BE THE PROJECT MANAGER.

CHIP STATED THAT WE ARE CURRENTLY PAYING \$80/MONTH RENTAL FOR THE PORTA POTTY. CAN BE PURCHASED FOR \$400 – PUMPING IS \$50. CHIP WILL MOVE ON THAT TOMORROW.

BUNKER GEAR: PURCHASED SETS SHOULD BE DELIVERED THIS WEEK. GRANT TO BE DETERMINED BY THE END OF THE MONTH. DELIVERY SHOULD BE WITHIN 60 DAYS OF ORDER.

AIR TRAILER IGA:

LINDA GLESNE OF CCCFIRM HAS REVIEWED THE DOCUMENT. AIR/LIGHT TRAILER WILL BE HOUSED AT STATION 3.

BLACK HAWK FIRE INSPECTION IGA: INSPECTION SERVICES ARE FOR NEW CONSTRUCTION. JIM STATED THAT HE SENT TO LINDA GLESNE OF CCCFIRM FOR REVIEW. CHIEF TAYLOR WILL DISCUSS WITH THEIR CITY MANAGER.

WILDLAND DEPLOYMENTS: GOAL OF TFPD TO DEPLOY AT LEAST ONCE THIS YEAR. CHIEF WANTS TO ENSURE THAT OUR CREWS AND OUR TRUCKS ARE READY TO DEPLOY BEFORE MOVING FORWARD.

NEW BUSINESS:
2012 FIRE CODE: DRAFT RESOLUTION ATTACHED. COAL CREEK FIRE HAS APPROACHED GILPIN COUNTY TO UPGRADE THEIR CODES. JIM REVIEWED SOME CHANGES IN CODE. A PUBLIC HEARING MUST BE SCHEDULED BEFORE ADOPTING THE RESOLUTION. WILL NEED A SIGNATURE AND ADOPTION OF BOTH BOULDER AND GILPIN COUNTY COMMISSIONERS.

BOARD SEATS:
JIM WOULD LIKE TO REMAIN PRESIDENT. CHIP WOULD LIKE TO MOVE INTO SOMETHING OTHER THAN MEMBER AT LARGE.
NOMINATIONS:

PAUL MOVED TO TAKE THE TREASURER POSITION. RIK MOVES TO SECRETARY.
CHIP: YES, PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**
REVIEW BOARD SEATS AGAIN IN APRIL.

PTO HAS BEEN PAID TO CHIEF SCHIMANSKEY, TOTAL OF 16.88 HOURS ACCRUED. CHIP WOULD LIKE TO PAY OUT THE CHIEFS PTO TO DATE. CHIEF SCHIMANSKEY IS OK WITH THAT.

CHIP MOVED TO PAY PTO TO CHIEF SCHIMANSKEY THRU THE END OF THIS PAY PERIOD. RICK: 2ND.
CHIP: YES, PAUL: YES, RIK HENRIKSON: YES, RICK WENZEL: YES, JIM: YES – **MOTION PASSED**

BOULDER COUNTY ELECTIONS OFFICE – ADD TO THE COORDINATED ELECTION. NOT AT THIS TIME. IF GILPIN COUNTY SENDS THE SAME, THEN NO.

W-2 CORRECTIONS SHOULD BE COMPLETED NEXT WEEK. A BOARD MEMBER WILL SEND A LETTER TO THE INDIVIDUALS THAT NEEDED CHANGES.

REVIEW OF THE PERSONNEL MANUAL WITH CHIP SMITH AND RIK HENRIKSON.

EXECUTIVE SESSION: NONE

PUBLIC COMMENT: NONE

NEXT MEETINGS:
REGULAR MEETING: APRIL 13, 2015 @ 7PM – STATION #3

MEETING ADJOURNED: 10:25PM

RESPECTFULLY SUBMITTED BY: JENNIFER HINDERMAN, APRIL 13, 2015

SECRETARY: _____ **DATE:** _____