

**MINUTES OF THE REGULAR MEETING OF
BOARD OF DIRECTORS OF THE
MOUNTAIN VIEW FIRE PROTECTION DISTRICT**

November 20, 2006

I. OPENING OF REGULAR MEETING.

A. Call to Order.

The regular meeting of the Board of Directors of the Mountain View Fire Protection District was held at the Niwot Station, 8500 Niwot Road, Niwot, Colorado, on November 20, 2006, and was called to order by Judy Rusk at 1900 Hours.

B. Pledge of Allegiance.

All persons in attendance participated in the pledge of allegiance.

C. Roll Call.

The meeting was attended by the following Board members: Judy Rusk, Anne Freeman, Randolph Winsett, and Stephen Walker. Scott Lyle was absent.

Also present were: Steve Pischke, Donna Mullison, Mark Lawley, Twink Dalton, Chris Melvin, Ed Seibert, LuAnn Penfold, Starr Aldrich, Bill Humphries, Jason Brady, Sean Flagg, Chris Lawler, Mike Arellano.

D. Approval of Agenda.

Chief Pischke stated there was no need for an executive session tonight to his knowledge. Judy Rusk added item IV.G. IGA with Longmont Fire. Randy Winsett moved to approve the agenda, as amended. Anne Freeman seconded such motion, and it was thereafter unanimously approved.

E. Chief's Report.

Chief Pischke stated there were no additions to his submitted activity report. Judy Rusk asked how Chief Pischke has time to write such a detailed report. Chief Pischke stated he tries to keep up every couple of days. Dr. Walker asked for the date of the next Fire Corps meeting when it is available. Chief Pischke will provide. Dr. Walker asked about the Dacono City Council meeting, and whether there was a discussion regarding Mayor Carlson's attendance at our meeting previously. Chief Pischke stated the he was not aware of any discussion of this type. Chief Pischke stated we should know soon who the new Mayor will be. Judy Rusk stated they will have a recount. Dr. Walker asked who Apollo Credit was. Chief Pischke stated they are the collection agency working for our healthcare/transport billing company.

II. CONSENT AGENDA

A. October 16, 2006 Regular Meeting Minutes.

Randy Winsett moved to approve the October 16, 2006 regular meeting minutes, as written. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

B. October 28, 2006 Special Meeting Minutes.

Randy Winsett moved to approve the October 28, 2006 special meeting minutes, as written. Anne Freeman seconded such motion, and it was thereafter unanimously approved.

III. PUBLIC/MEMBER PARTICIPATION

NONE.

IV. ACTION ITEMS

A. October, 2006 Financial Statements.

Chief Pischke noted that the benchmark for the end of October is 16.66% remaining; we are under budget with 23.97% remaining. In addition, we have only 3.44% revenue to collect by the end of the year. Judy Rusk asked how wildland revenue was coming. Chief Pischke stated they are behind. Donna Mullison stated we recently received an additional \$17,000. Chief Pischke stated they will try to resolve by the end of the year.

Randy Winsett moved to approve the October, 2006 financial statements. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

B. Handbook Update – EAP 1st Reading

Judy Rusk stated this is a first reading, and no action is necessary. If there are any changes needed, we can discuss tonight or send concerns, etc. to staff prior to the next meeting. Chief Pischke reviewed the formal employee assistance program, which program is provided for all members of the organization. Donna Mullison stated it includes all career, volunteer and board members. Dr. Walker asked how we found this company. Chief Pischke said it was found by our insurance broker. Information has been sent out to all members and there are some additional flyers, etc. at each station.

C. Homestead at Harvest Junction – Set Exclusion Hearing

Chief Pischke stated that due to the holiday season, staff requests this hearing to be set for January, 2007.

Randy Winsett moved to set the Homestead at Harvest Junction exclusion hearing for January 15, 2007, 7:00 p.m. at the Administration Office, 9119 E. County Line Road, Longmont, Colorado 80501. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

D. The Oaks at Longmont – Set Exclusion Hearing

Randy Winsett asked where this property is located, since there was no map. Donna has asked Kyna from the law firm to send a map.

Randy Winsett moved to set the Oaks at Longmont exclusion hearing for January 15, 2007, 7:00 p.m. at the Administration Office, 9119 E. County Line Road, Longmont, Colorado 80501. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

E. Holiday & Meeting Schedules - 2007

Chief Pischke reviewed the proposed holiday and meeting schedules for 2007. Anne Freeman asked that the meeting schedule reflect September 17th as the meeting date. Chief Pischke stated that rumor had it that at some point someone wanted to change the meeting night to some time other than Mondays. Discussion was held. Judy Rusk stated we will keep Monday nights.

Randy Winsett moved to approve the 2007 Holiday and Meeting Schedules, as corrected. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

F. Feasibility Study

Chief Pischke initiated discussion regarding the feasibility study information distributed at the last meeting, which included an overview from the company proposing to perform the study for the four departments; Longmont Fire, Mountain View Fire, Boulder Rural Fire and Rocky Mountain Fire. Chief Pischke stated the information provided by this study would be invaluable in the future. Discussion was held. Chief Pischke stated that the Boards of Rocky Mountain Fire and Boulder Rural have approved the study. Chief Pischke will be contacting Chief Trunck of Longmont Fire for their status. We will not know the exact cost until we finalize the number of departments involved, etc. Discuss taking the amounts out of 2007 budget. Dr. Walker stated we would get the most objective view of our operation from a study like this. It provides a litmus test to compare to other fire service organizations in our immediate area. Discussion regarding review of this company's study results from other entities, and the fact that they are very thorough. This is an excellent company. Dr. Walker asked that if we do not get the mil levy passed in 2007, and given the situation and status regarding capital reserve/operational increases, what recommendations might this company have? The second thing that would be nice to know, is the prioritization of needs to be funded should we get additional funding. Anne Freeman stated it would be good information to share with the taxpayers should we go forward with a ballot question. An independent company has given its opinion on the needs, etc. of the District.

Anne Freeman moved to participate in the feasibility study to be completed in 2007 by ESCI. The funding for the study shall be incorporated into the 2007 budget. Stephen Walker seconded such motion, and it was thereafter unanimously approved.

G. IGA – Longmont Fire

Chief Pischke reviewed the proposed IGA with Longmont Fire. It contains standard language, and has been updated to include ambulance transport, etc. Legal counsel for both entities has reviewed and approved the proposed agreement. Anne Freeman moved to approve the IGA with Longmont Fire. Randy Winsett seconded such motion, and it was thereafter unanimously approved.

V. REGULARLY SCHEDULED ITEMS

A. Stifel, Nicolaus Update.

Chief Pischke reported that the names provided by the Board of Directors had been given to Stifel, Nicolaus. Some time after Thanksgiving, the pollsters will begin conducting the poll. Chief Pischke distributed a copy of the proposed questions to be asked in the poll. When the final questionnaire is compiled, Chief Pischke will distribute that to the Board members for their info should anyone ask regarding the poll, its validity, etc. Discussion regarding the questions, etc. Chief Pischke reported on information he has received from Rocky Mountain Fire regarding their past polling and success in passing their bond/mil levy questions. He will obtain their information

and share with Stifel, Nicolaus and the Board. Dr. Walker would like a question regarding volunteer firefighters with respect to whether the District has a need for them (part of question #4). Dr. Walker also asked that a questions regarding whether people want to participate in Fire Corps could be included. The Board asked that this poll include only election/district needs information, not Fire Corps information at this time. Chief Pischke stated that if there were further information/suggestions regarding the poll to send him the info within the next week. LuAnn asked if the poll could include information regarding Fire Prevention, Public Education, etc. programs that we offer; not just operations? Dr. Walker asked for a question such as “Do you feel the Fire District is doing enough in ____ (list Fire Prevention, Public Education, etc.)? be included.

B. Boulder Rural & Rocky Mountain Fire Update.

Chief Pischke stated that staff and officers have been meeting with each District in looking at what can be accomplished jointly. Staff will provide a detailed report to the Board regarding the Mountain View/Boulder Rural presentation/proposal at the December meeting. In addition, a written overview regarding Mountain View/Rocky Mountain Fire will be distributed at the December meeting to the Board as well.

Anne Freeman stated that prior to making any commitments to another entity, we should wait for the feasibility study. Chief Pischke stated that the proposal that would come before the Board would include information/input from the feasibility study company. Dr. Walker asked if this information would be presented to the Boulder County Commissioners. Chief Pischke stated that there were no plans at this time, but we could make arrangements to provide this information to the commissioners upon completion; especially how it affects protection for open space areas. President Rusk will be meeting with Boulder Rural’s and Rocky Mountain Fire’s Board presidents to discuss open space protection concerns in each area, and that information could be presented to the commissioners. Judy Rusk initiated discussion regarding taking time to think of all facets of needs/organizations, etc. prior to committing to anything. Chief Lawley stated that we are going very slowly and taking all things into consideration. Judy Rusk stated volunteers must be involved as well.

Dr. Walker asked whether Stifel, Nicolaus will be doing in-house polling. Chief Pischke stated they will put something together, including different questions than what was reviewed previously. Judy Rusk stated the first poll is to the civic leaders only.

C. Mead Inclusion Update (from Berthoud).

President Rusk stated after receiving input/research data, she met with Mayor Macomber regarding the Margil Farms annexation. The mayor will be contacting the town’s attorney and thereafter will contact President Rusk. She should hear something within the next two weeks. Dr. Walker asked about response time to Margil Farms. Chief Pischke stated career response is 10-12 minutes, volunteer 3-5 minutes. Chief Lawley stated Berthoud can respond quicker than our career response, depending on where the 911 call is received; i.e. if Larimer, they will dispatch and Berthoud and they will get their more quickly.

VII. REPORTS

A. Station Reports.

Chief Pischke reported that repairs have been completed in Station 6; i.e. repair and painting to the front bathroom and kitchen area. Judy Rusk asked about settlement issues at Station 6. Bill Humphries stated we haven’t seen anything to indicate any problems.

Chief Pischke stated we are having septic problems at Station 1 (leech field in front lawn is not draining well). Here is a good possibility we will have to re-route. Judy Rusk asked that staff check with Joe Rusk for the name of a man/business within the District that can re-route and work on these types of things and is inexpensive. Chief Pischke and staff will check into this. Randy Winsett will check regarding help with this system as well whether it may be less expensive than a new engineered system. Chief Lawley stated we will look at all less expensive options prior to incurring a huge bill.

B. Staff Reports.

(1) Operations/Training

Chief Lawley started a new testing process for Paramedic/FF and EMT/FF. This will be concluded in January, to hopefully have a paramedic in the academy that begins in February, 2007. Operations people/officers are looking at different staffing options, moving apparatus around to different stations, etc. Hopefully we'll have something solid by the next meeting.

Shift personnel will be testing a new shift schedule beginning in 2007. Several agencies are working under it and others are looking into it. Everything we have read about it is positive. It may have a positive impact on FLSA in the budget, and reduction in sick leave use, etc. A committee has been put together to monitor injuries, sick leave usage, etc.

Leadership Conference begins November 30th. We have several officers, both career and volunteer attending.

(2) EMS

Twink Dalton stated since the last meeting 42 hours of EMS continuing education have been provided. In October, 112 EMS calls were run, with 68 transports. Completed First Responder Class, with six persons successfully completing the class. IV class has been completed, and the students continue to complete the clinicals.

(3) Fire Prevention

LuAnn Penfold had nothing to add to the report contained in the packet. She will address any questions. Cindy Brown has done a fantastic job getting the inspections completed for 2006. We are nearly complete, with only one initial inspection to complete and only approx. two re-inspections to complete. There were a lot of plans reviewed in October. Chuck Boyes helped with completing them prior to going to Florida for the winter.

(4) Admin

Chief Pischke distributed a copy of a donation letter sent to the District from taxpayers in Niwot. Fire Corps update information was distributed. Chief Pischke will make these available to the Board upon receipt; they are received periodically by Admin.

(5) Volunteer/Reserve Program.

Nothing.

(6) Career Firefighters.

Sean Flagg stated they are doing their daily job. Due to the District being unable to budgetarily hold a holiday party this year, the union is hosting a holiday party on December 2, 2006 at Old Chicago; Santa will be there, pizza provided, etc. December 18, 2007 will be the first CPAT test for new hires/volunteers. Chief Pischke reviewed the criteria that must be followed for the CPAT, i.e. weather/temperature, etc. Exact times, etc. will be provided at the December board meeting.

C. Other Reports.

NONE.

VII. EXECUTIVE SESSION

NONE.

VIII. BOARD MEMBER ITEMS

Anne Freeman stated she had sent a proposed ad for the Chief's position. We need to review the same, give input so that we can get the ad out. The Board asked that staff verify factual information prior to sending it out. Anne stated we should have this completed prior to the next meeting, as well as a decision on where to place the ad. Judy Rusk stated Fire Chiefs Magazine, SDA. Anne Freeman stated we should check with Chris Hornick of CWH regarding where to place the ad.

Dr. Walker initiated discussion regarding status of computer systems, IBM in the vicinity, check with school district, etc. for alternatives. Judy Rusk and Bill Humphries stated IBM's computer portion is based out of China at this time. Judy Rusk stated the school district obtained their computers through a bond. Starr Aldrich stated IBM has a problem contributing to tax based special districts. Discussion regarding options for donations, etc.

Dr. Walker asked that perhaps we put together a "wish list" for needs for the District and perhaps put it on the website.

Twink Dalton advised that should we enter into contracts with other entities, IT should be part of the study, updating/upgrading hardware, shared software, etc.

Randy Winsett distributed information regarding Senate Bill 41 – Ethics in Government, which he had received. Chief Pischke stated that legal has not looked at it at this time due to the amendment passed does not include special districts. Therefore, currently special districts are not mandated to abide by it. Legislators will try to correct that during the 2007 session. Discussion was had regarding the information received. Randy Winsett asked that everyone review the information for reference only at this time.

IX. ADJOURNMENT

There being no further business to come before the meeting, Stephen Walker moved to adjourn the meeting. Randy Winsett seconded such motion, and it was thereafter unanimously approved to adjourn the meeting at 2033 Hours.

Respectfully submitted,

President

Date

Secretary

Date

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