

INDIAN HILLS FIRE PROTECTION DISTRICT

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SPECIAL MEETING MINUTES

Thursday, August 5, 2010

The Minutes are intended to reflect the discussions that occurred and decisions that were made by the members; they are not intended to be a transcription of the meeting.

MEETING ATTENDED BY:

Fire Protection District Board Members: Paul Pettit — President; Bret Roller — Treasurer; Marc Rosenberg — Secretary; Richard Westerlage

Fire Department Members: Emery Carson — Assistant Chief

Non-Members: Karen Nelson — Recording Secretary

Guests: Mark Hall, First Responder Communications

Absent: Ron Walton (excused)

MEETING CALLED TO ORDER AT: 19:05 Hrs.

COMMUNICATIONS SYSTEM:

Mr. Hall began by stating that no FCC licensing work had been done yet, adding that he didn't anticipate any problems. Regarding the site survey, Mr. Hall said that he had met with Mr. Deichmann, who quoted \$125/hour for approximately 12 hours of work to oversee the installation of the tower. Mr. Hall then used the white board to illustrate the proposed 4 x 4-foot area that would be excavated to install and tie in a 5-foot tower section to mesh at the base. Discussion followed about the logistics of the work.

Mr. Pettit suggested securing the tower to the building with strapping. Mr. Hall then asked whether the Board thought it was worth it to pay an engineer to oversee the project or just trust a contractor to do the work. Mr. Westerlage admitted that it wasn't a typical installation. Mr. Pettit agreed. Mr. Hall said that the five-foot tower section had been approved for direct burial in the concrete. Mr. Roller proposed that a brace-off wall could be constructed before the pour. Mr. Pettit acknowledged that it was a viable option. Mr. Roller said that he would vote against paying an engineer for overseeing the project.

Mr. Hall changed the subject to say that he thought anti-climb features were needed because of liability issues. Mr. Pettit acknowledged that most sites are securely fenced but that Mt. Lindo is open during the daytime.

Discussion returned to the process of setting the tower. Mr. Roller reiterated that he didn't think an engineer was necessary. Mr. Pettit pointed out that someone needed to supervise the work. "We can do it," Mr. Roller proposed. Mr. Pettit asked who would place the tower sections. "We will," Mr. Hall said. He then drew attention to the detailed estimate for both the Mt. Lindo and Critchell sites that he had passed out and briefly reviewed some of the specifications. He said that he would refine the estimate the following week since what he had passed out was a "worst-case scenario."

For example, Mr. Hall had quoted on a 78-inch enclosure cabinet when a 54-inch one should be sufficient. Mr. Carson asked if a pole had been considered. Mr. Hall explained that the idea of a telephone pole had been dismissed because the site then couldn't be serviced without apparatus. Mr. Roller asked about the voter module. Mr. Hall said the voter needed to be the same as Inter-Canyon's. The price of the voter was then discussed.

Mr. Westerlage asked if a repeater would be installed at the Smokey Hill site. Mr. Pettit interjected that Inter-Canyon is currently using a mobile radio, but said that he wanted a repeater at the site. It could operate in base station mode, he continued, which would be better than what is there now. Discussion turned to the various sites that are a part of the system. Mr. Hall said that the Critchell site is the entry into the system and mentioned that it's located up Pleasant Park Rd. and very well hidden from the city side.

Returning to the estimate, Mr. Hall said that concrete and electrical costs were not included. Mr. Roller noted that the quote from Frontier had not included site preparation. Mr. Hall recalled that Frontier's quote had called for 85 hours of work at \$95 per hour. He said that he planned to do the work in about 50 hours over the course of two or three days with two workers.

Mr. Westerlage asked about a service contract. Mr. Hall responded that a service contract would be separate from the proposal being reviewed. Mr. Pettit pointed out that the equipment to be installed is now past warranty and will require scheduled maintenance. "Preventive maintenance," said Mr. Hall. Mr. Pettit suggested using an air compressor and vacuum to keep the equipment clean.

Mr. Rosenberg asked how much the missing repeater would cost to replace. Mr. Roller answered that all repeaters had been found. Mr. Hall noted that there were no chain of custody documents kept between Frontier and the Department. Mr. Westerlage asked about payment for the installation. Mr. Hall responded that the labor costs would be billed when the work was finished and signed off on.

Discussion moved to the specifications for the enclosure. Mr. Hall stated that the enclosure needed to have HVAC and be weather-tight. Mr. Westerlage suggested that Weaver Electric could be considered. Mr. Hall said that he planned to revise his proposal the following week and would email it out. Mr. Pettit asked for due diligence on the matter. It would be preferable to knock down the price on the big ticket items, but move forward on the construction.

Mr. Pettit returned conversation to the repeater at Smokey Hill. Mr. Hall responded that he would copycat the licensing. Mr. Pettit reiterated that he'd like the repeater at Smokey Hill to function in base station mode. Mr. Hall answered that he needed to get Inter-Canyon's approval. Mr. Roller requested that Mr. Hall include labor costs in his revised quote and expressed his hope that the savings gained from knocking down the price of some items would cover the labor. Mr. Hall answered that he would do so.

Mr. Roller made a *motion* to authorize First Responder Communications to proceed with the work on the communications system as outlined in the estimate with a cost not to exceed \$30,000 and a commitment to hear back on an itemized proposal for the installation of equipment at Smokey Hill. Mr. Rosenberg seconded the motion, which passed unanimously.

Mr. Carson expressed concern about not having backup communication. Mr. Hall reminded that there is a built-in way to protect from lightning strikes and assured that preventive maintenance and having three sites would help. Mr. Roller asked if a second repeater could eventually be added to the Mt. Lindo site. He was told that one could but that it would cost roughly \$10,000 to do so.

Mr. Carson turned conversation to frequency issues and concerns regarding tones. A discussion followed about how dispatch would work with the tones. If the Mt. Lindo site goes down, Mr. Hall explained, there would be some degradation. He reminded that the Department would have its own unique PL tones. Mr. Carson then asked if cards were needed. Mr. Hall responded by saying that Evergreen was getting a new system and moving from UHF to VHF, which would be a plus for everyone. He said that he needed to advise the Board that the new system would only buy perhaps ten years since digital equipment may be required by 2017. Mr. Roller responded by saying that different consoles could be installed at the same site if need be.

DARLEY UPDATE:

Mr. Carson said that the Department would know on August 10 if the sale of the Darley went through. He added that it was a fire department in New York that was interested in the truck.

Mr. Westerlage made a *motion* to take delivery of the Darley truck if no sales contract has been signed by August 13. Mr. Rosenberg seconded the motion, which passed unanimously.

ELECTION ISSUES:

Mr. Pettit said that he wanted to change the wording for eliminating term limits that Ms. Nemer had submitted for the upcoming ballot but that he couldn't find the paperwork presently. He shared that he had received a \$19 bill for the sample wording. Mr. Rosenberg said that he had received excellent feedback regarding the Department's decision to hire Toussaint Nemer & Coaty. Mr. Roller shared that he had talked to Mr. Young about the Board's decision to dismiss him. Mr. Young had seen it coming, Mr. Roller said, and was fine with it. Ms. Nemer would be getting the necessary documentation from Mr. Young.

MEETING ADJOURNED AT: 19:49

There being no more business to discuss, Mr. Rosenberg made a *motion* to adjourn the meeting, which was seconded by Mr. Westerlage and passed unanimously.

President:

Secretary:

MOTIONS MADE AND PASSED:

- To authorize First Responder Communications to proceed with the work on the communications system as outlined in the estimate with a cost not to exceed \$30,000 and a commitment to hear back on an itemized proposal for the installation of equipment at Smokey Hill. *Motion made by Mr. Roller; seconded by Mr. Rosenberg; unanimous.*
- To take delivery of the Darley truck if no sales contract has been signed by August 13. *Motion made by Mr. Westerlage; seconded by Mr. Rosenberg; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Westerlage; unanimous.*

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