

INDIAN HILLS FIRE PROTECTION DISTRICT

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BOARD MEETING MINUTES

Wednesday, January 25, 2012

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; Ron Walton; Kelley Lehman

Fire Department Members: Don Schoenbein — Chief; Emery Carson — Assistant Chief; Bob Fager — Rescue Captain; Matt Griffin — Rescue Lieutenant; Scott Case; Steve Bruns

Non-Members: Randy Rudloff — Fire Marshal; Anita Fritz — Bookkeeper; Karen Nelson — Recording Secretary

Boots Members: Dina Arnott; Jackie Kniss; Emily Miller

Guests: Raule Nemer

MEETING CALLED TO ORDER AT: 19:32 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Pettit called for introductions around the table. He noted that Mr. Rosenberg would be late in arriving as he was at a Big Chili meeting.

MINUTES:

Discussion and Approval of December Minutes

Mr. Walton made a *motion* to waive the reading of the December Minutes, which was seconded by Ms. Lehman and passed unanimously.

Ms. Nemer had several comments regarding the Minutes. Regarding the Noble property discussion, she advised that it's not a good idea for the Board to discuss financial details regarding purchases in an open session. Ms. Nemer counseled that the Board should avoid numbers, specifics, and details of contingencies during the public meeting so as to not put itself in a bad bargaining position.

Regarding the District's potential purchase of land to build a substation, Ms. Nemer shared that fire stations can be constructed on land with any zoning. The commercial or residential

designation is irrelevant, she said. A site plan would need approval from the County, however, and require a hearing.

Ms. Nemer turned conversation to comments in the Minutes regarding the Chief's evaluation. She reminded that Colorado is an "at will" employment state and advised avoiding employment contracts that modify an employee's "at will" status unless there are specific reasons for doing so. A clause to review an employee after 90 days can be written if desired, she said.

Ms. Nemer also noted that she had not been contacted by Mr. Gilbert or anyone from the District regarding the current employee handbook.

Mr. Walton made a *motion* to accept the December Minutes as written, which was seconded by Ms. Lehman and passed unanimously.

Determination of 2012 Board Meeting Dates and Posting Locations

Mr. Pettit said that he had consulted the calendar and come up with the following proposal for the 2012 meeting dates:

- January 25
- February 22
- March 28
- April 25
- May 23
- June 27
- July 25
- August 22
- September 26
- October 24
- November 28
- December 12

He noted that the November meeting date had been set for the fifth Wednesday to accommodate Thanksgiving and the December meeting date had been set for the second Wednesday in the month to accommodate the Christmas holiday as well as budget approval deadlines.

Ms. Fritz asked if the March meeting could be moved up a week since it was scheduled in the middle of Spring Break. Ms. Nelson, Mr. Roller, and Ms. Lehman all agreed that Ms. Fritz's idea was a good one. It was decided to change the March Board meeting to the 21st.

Ms. Nemer advised checking the election statutes to make sure the dates would work for compliance purposes. Mr. Pettit acknowledged that he would.

Mr. Pettit then asked about posting locations. Ms. Nelson said that she currently posts meeting information at the elementary school, fire station, water district, post office, and

County building. It was agreed to continue with the current posting locations. Mr. Pettit asked Ms. Nemer about rules regarding scheduling Special Meetings. Can they be scheduled with three days' notice as long as the agenda is posted with three days' notice? "Yes," answered Ms. Nemer.

TREASURER'S REPORT:

Financial Reports

Referencing the Executive Summary, Mr. Pettit noted that the District had come in at nearly 110% in terms of income. He asked Ms. Fritz if that was largely due to increased ambulance revenue. "Yes," responded Ms. Fritz.

Discussion moved to the Profit Loss Budget Performance Spreadsheet. Ms. Fritz noted that \$11,261 had been received from the State for the pension contribution. The District's portion was \$13,000, she said. Mr. Pettit asked where in the budget that was reflected. Ms. Fritz directed Mr. Pettit to account #6320 (Pension Contribution).

Conversation turned to Checks. A question was asked about check #11694 to Elsie Gillette for \$301.20 for ambulance fees. Ms. Nelson responded that a portion of the account had been double paid and necessitated a refund. Regarding check #11695 to the Special District Association, Ms. Fritz said that she had paid the annual dues online as well as completed the transparency notice for the District.

Mr. Pettit asked about check #11706 to Emergency Reporting for \$1,788. Was that the annual fee? "Yes," answered Ms. Fritz, who added that there had been no increase for 2012. Discussion turned to check #11714 to Laura Resch for \$45 for reimbursement for a punch card at the Wulf Rec Center. Mr. Rosenberg said that he thought she should get a discount since she's a member of a fire department. Ms. Fritz explained that the cost was \$42 for a ten-punch card and \$3 for a District ID card. It was noted that there is weight training equipment in the station for member use. Mr. Schoenbein spoke up to say that Department members could still use the local rec centers if they desired.

Ms. Fritz drew attention to check #11716 to Roger DiDonato for \$619.50 for mechanic expenses. She said that he had billed at a rate of \$21 per hour rather than \$20. As such, she would make a correction on his next invoice. Ms. Fritz then advised that she was voiding check #11719 to Xcel Energy because the charges were on an autopay account.

Mr. Rosenberg made a *motion* to approve checks #11651 and 11693-11720, excepting checks #11696 and #11719, plus automatic payments, credit card expenses, and bank fees. The *motion* was seconded by Ms. Lehman and passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Present; no report submitted. Mr. Rudloff said that the 2012 ICC codes were in the process of being reviewed. The County was advising against adopting them and staying with the 2009 codes instead. Driveway standards were in the process of a rewrite, Mr. Rudloff continued. He also shared that he would be attending the ICC class the first week of March at the Denver Tech Center.

In District news, Sit-n-Bull is redoing its grease hoods, Mr. Rudloff stated. And 13 rentals had been signed for Messiah Mountain. Mr. Pettit returned conversation to the ICC codes. Were the 2009 codes going to stay in place? Mr. Rudloff responded that no final decision had been made yet. He reminded that the 2012 codes would require sprinkler heads in new residential construction and remodels.

Ms. Kniss asked if Mr. Rudloff had heard of any aluminum wiring issues as they relate to insurance. Mr. Rudloff answered that aluminum wiring had been outlawed in 1986. He said that he could get information out about transitioning from aluminum to copper. Mr. Pettit suggested that it would be a good article for *Smoke Signals*.

Chief's Report — Don Schoenbein

A report was submitted and various items were discussed. Conversation began with item #1 regarding the property being considered for a substation. Mr. Schoenbein said that the property owners don't want to sell the entire parcel or the portion that the District was interested in as they don't want to ruin their view. However, there is another portion of land on the east end that may be available. Mr. Schoenbein said that he would be meeting with the owners that coming weekend.

In addition, he continued, there is another 1/2-acre property that the owners had sold to a neighbor a few years back that may be worth investigating. Mr. Rosenberg asked how big that property was. Mr. Schoenbein responded that it was big enough for a 40 x 40-ft structure. Ms. Nemer chimed in to say that the District was not exempt from building permit requirements. Mr. Roller asked if Mr. Schoenbein knew that property owner's name. Mr. Schoenbein answered that he could look it up.

Discussion moved to item #2 regarding a quote for extended service contracts on the three office computers and one laptop. The current warranties expire in February, Mr. Schoenbein said. He shared that there had been a recent hard drive crash. Mr. Fager spoke up to say that the hard drive manufacturer should have covered the costs. Mr. Schoenbein said that the bill to have the computer fixed had just included labor expenses. Discussion followed regarding what should be covered by a warranty or service contract and whether the estimate that Mr. Schoenbein had submitted was reasonable and valuable. Mr. Schoenbein said that he would check with Mr. Denny.

Regarding item #3 (roof repair), Mr. Schoenbein explained that a roof repair had been completed on the office portion of the station after the last big snow. He had not received an invoice yet but had a quote to repair the rear fascia and gutters. After reviewing it, Mr. Rosenberg said that he thought the price (\$1,821) was good. The quote included everything but the paint, Mr. Schoenbein pointed out.

Mr. Rosenberg made a *motion* to authorize Stahl Roofing to remove and replace the gutter and fascia on the rear of the station for \$1,821. Mr. Walton seconded the motion, which passed unanimously.

Mr. Roller asked where the water would go. He claimed that the repair wouldn't fix the problem. It was proposed that the downspout be moved away from where people walk, a change that shouldn't change the bid amount.

Discussion moved to item #4 regarding the Mt. Lindo radio site test. Mr. Schoenbein referenced an attachment that Mr. Hall had put together. Essentially, Mr. Hall claims that everything works fine, Mr. Schoenbein noted. Mr. Pettit said that he had spoken with Mr. Hall at length and that he had some positive news to share in *Old Business*.

Regarding item #5 (apparatus update), Mr. Schoenbein referenced an email attachment from Mr. Batista concerning the status of the tanker and ambulance. Mr. Schoenbein said that further discussion regarding the apparatus would occur in *New Business*.

Mr. Schoenbein concluded his report by summarizing the calls for the month (item #6), which totaled 10.

Assistant Chief's Report — Emery Carson

Mr. Carson provided a brief update on apparatus repairs, including a compressor issue and a battery problem with apparatus 371. He also shared that he was working with the Boots to get started on the Fourth of July plans.

Fire Captain's Report — Loren Gilbert

Not present; no report submitted.

Rescue Captain's Report — Bob Fager

Present; no report submitted. Mr. Fager stated that he and Ms. Resch had attended a pediatric conference the previous week, which had been very good.

NEW BUSINESS:

Boots Proposal

Ms. Arnott distributed a proposal to the Board detailing how the Boots could help promote the upcoming District Board election. She explained that the objectives are to educate the community on what the Board does and spread awareness about the election and how to run for a Board seat. Ms. Arnott then listed the scope of work that the Boots was proposing, which included updating the web site to include biographies of the current Board members as well as detailed election information, producing an election-related fact sheet for distribution around the community, writing an election-related article for *Smoke Signals*, and hosting a “meet the candidates night” at the fire station after nominations have closed.

Ms. Arnott shared that her goal was to have downloadable files for access to all relevant nomination and election forms on the District’s web site, including applications for mail-in ballots. Ms. Miller suggested that perhaps there could be a link on the District’s website to the County’s forms.

Ms. Arnott also listed resource requests, which included a Board member job description, including number of hours spent doing the job; someone to write the *Smoke Signals* article; and a copy of the District’s by-laws. She closed by saying that she was open to additional ideas. Mr. Rosenberg brought up the issue of finances for the project. Mr. Roller expressed that he thought Ms. Arnott’s plan was a good investment. Ms. Arnott said that she had spoken with Ms. Nelson, who was willing to write the *Smoke Signals* article if approved by the Board.

Mr. Rosenberg made a *motion* to authorize Ms. Nelson to write the *Smoke Signals* article, with costs not to exceed two hours' time. Mr. Roller seconded the motion, which passed unanimously.

Ms. Nemer clarified that there was a difference between using District money to educate the community vs. promote a specific agenda or candidate. She stated that she didn't see any problems with what the Boots had in mind. However, if the Boots wanted to endorse anyone and spend money to do so, such action would have to be registered with the Secretary of State.

Discussion turned to the issue of the election being by mail ballot only. Ms. Arnott asked for clarification in how people register to receive a mail ballot. Ms. Nemer explained that if an election is by mail only, all registered District voters will receive a ballot regardless of whether they are on the permanent mail ballot list. Mr. Pettit interjected that there were 1,087 registered voters in the District as of last November. Ms. Nemer explained that the County will administer and mail out the ballots.

Mr. Roller made a *motion* to approve the Boots' proposal, including contact with the District's webmaster and with oversight provided by a committee of Mr. Walton and Mr. Roller. Ms. Lehman seconded the motion, which passed unanimously.

DEO Appointment

Mr. Pettit explained that Ms. Fritz had served as the Designated Election Official (DEO) in the past but did not have time for the job this year. He said that he had asked Ms. Nelson to be the DEO, but she had refused. Consequently, Mr. Pettit said that he had asked Ms. Nemer's office to serve as the DEO. Ms. Nemer corrected an earlier statement that she had made by saying that the upcoming elections were District-run elections, not County-run. She explained that an election would be held if on March 6 there were more candidates than Board seats to be filled. A plan would be filed with the Secretary of State on March 14. Ms. Nemer then passed out a proposed resolution authorizing Ms. Retterer of Toussaint, Nemer & Coaty as the DEO. A motion is required, Ms. Nemer advised.

Mr. Pettit turned conversation to costs. He stated that the cost to the District was \$1,500 if the election was cancelled but \$4,500+ if an election was held. Conversation followed about which Board member seats were up for election. It was determined that there were two four-year term seats open and one two-year term. Interested candidates had to declare whether they were interested in the two- or four-year terms.

Mr. Walton made a *motion* to adopt the Board Resolution Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election. Mr. Rosenberg seconded the motion, which passed unanimously.

Mr. Pettit and Mr. Rosenberg signed the resolution and returned it to Ms. Nemer.

Ms. Arnott then questioned when she would have access to the elections forms. Ms. Nemer explained that the call for nomination form was not yet approved. She said that Ms. Retterer would be handling it. Ms. Nemer then stated that community participation is great, but the

law firm's cost estimates to handle the Board election do not include costs for interfacing with a citizen group. She advised Ms. Arnott to have only one communication with Ms. Retterer, who would advise if Ms. Arnott's requests were feasible. Ms. Nemer reiterated that only one communication would be accepted from the Boots in order to avoid the Board having to incur additional legal expenses. Ms. Nemer concluded conversation by explaining that the call for nomination form is customized for each District.

District By-Laws

Ms. Nemer stated that the District's proposed by-laws were Special District Association boilerplate from some five or six years ago and needed to be revised. She said that she could update them. Mr. Roller asked if there would be any customization. Ms. Nemer said that by-laws are largely boilerplate. Changes can be made as long as they don't violate statutes. Ms. Nemer said that Ms. Arnott will have to wait to get a copy of the by-laws until they are approved.

Mr. Pettit explained that the only changes he had made were to remove reference to Department elections for the Chief and officers. Mr. Roller asked Ms. Nemer if she makes recommendations to clients when they should update their by-laws. She responded that when changes are made to the statutes, a memo is sent to clients.

Employee Handbook

Ms. Nemer said that the most economical way is to start with a format that complies with Federal and State law. It would cost the District more money for her to review the existing document than for the District to review her document and go from there. Mr. Rosenberg reminded that the District's previous attorney had given very little guidance on such issues. Mr. Roller interjected that the current employee handbook is very detailed.

Ms. Nemer said that there should be three documents:

- Employee handbook with policies and disciplinary actions outlined.
- Standard operating procedures that would be responsive to the needs of the business and that would be in the purview of the Chief with the Board reviewing if desired.
- An informal document for employees that includes such details as how to raise and manage money and would be non-District related.

Ms. Nemer said that she could give the District what she had in terms of boilerplate. She did advise, however, that the new documents would necessitate the use of her services more than in the past.

EXECUTIVE SESSION:

Mr. Pettit made a *motion* to call an Executive Session per CRS 24-6-402-4A to discuss a possible purchase acquisition and per CRS 24-6-402 to discuss personnel issues. Mr. Rosenberg seconded the motion, which passed unanimously. Mr. Pettit called the Executive Session at 21:20. All meeting attendees left the room except for Board members and Ms. Nemer. Recording commenced using the District's recorder.

Mr. Pettit called the regular Board meeting back to order at 22:08.

OLD BUSINESS:

Noble Property

Mr. Rosenberg made a *motion* to authorize Ms. Nemer to act on behalf of the District by making an offer on the Noble property at a price of \$250,000. Mr. Walton seconded the motion, which passed unanimously.

Mr. Pettit noted that it would be a lease purchase through Wells Fargo. Mr. Roller said that he would speak with Ms. Fritz about the decision.

Communications System

Mr. Pettit said that Mr. Hall had prepared a report. Mr. Pettit advised against analyzing the report. Mr. Carson said that he had an appointment with Mr. Hall to look at the Critchell site with Inter-Canyon footing the bill. Mr. Fager explained that Inter-Canyon was having communications system problems. Mr. Rosenberg spoke up to say that the radios had been fine the last few days. Mr. Pettit said that he'd asked Mr. Hall to check the antennas and feed lines at Mt. Lindo.

Mr. Pettit continued by saying that the frequency coordination forms had been processed and that APCO had filed for the frequencies with the FCC. The District might have new frequencies by the next Board meeting, he shared. Mr. Pettit explained that the District would be acquiring two repeater pairs, two simplex channels, and two link channels as well as a dispatch card through Motorola. Mr. Rosenberg requested one for Evergreen as well. Mr. Pettit responded that it was possible.

Mr. Pettit then said that the County hadn't liked the plan for mounting the antenna at Smokey Hill. Consequently, Mr. Pettit explained that he would be meeting with a County representative the following week at the site. There is now space on the big tower, he continued, adding that a line could be run to the existing UHF repeater. The IGA would go through if an agreement could be reached on the tower space, Mr. Pettit said. Mr. Grazi could finish the build or the project could be put out to bid.

Mr. Rosenberg expressed that he thought it should be put out for bid. He said that he had the name of the communications vendor that Evergreen had used. There had been some problems with getting frequencies, but the vendor had been very professional and good to work with, Mr. Rosenberg relayed. Mr. Roller asked what would happen if the District put the project out for bid and Mr. Hall got the bid. It was noted that the District could pick whichever vendor it wanted.

Mr. Roller made a *motion* to authorize a non-specific work order to finish the communications system. He withdrew his motion.

Mr. Rosenberg made a *motion* to authorize Pericle Communications to assess the communications system and submit a bid to finish the project. Mr. Roller seconded the motion, which passed unanimously.

Mr. Rosenberg noted that Mr. Singer is the contact at Pericle. Mr. Roller advised that Mr. Singer look at everything: the Mt. Lindo site, the handhelds, etc.

Mechanic Position

Mr. Roller said that there had been a huge blowup about the transfer from having Department members do the apparatus maintenance to having a paid mechanic. He admitted that the Board had authorized the decision to hire a mechanic the previous month, but lots of questions had been raised since then. Mr. Rosenberg said that there were four members who did truck checks. He further explained that a meeting had been held with the Chief and Mr. Case and it was agreed that Mr. DiDonato would be used on an as-needed basis. Mr. Schoenbein said that there would be higher expenses for Mr. DiDonato up front as he got up to speed. He said that he had encouraged Mr. Case and Mr. Kerby to spend time with Mr. DiDonato to share knowledge as well as learn from him.

Mr. Fager asked if Mr. DiDonato would be filling the mid-ground. Mr. Walton recalled that the previous month's Minutes had said that. If the issue is resolved . . . Mr. Roller began. Mr. Griffin spoke up to say that there had been confusion initially but that it was understood that Mr. DiDonato would do repairs as needed with the exception that he was spending time now getting familiar with the trucks. Mr. Rosenberg pointed out that Mr. DiDonato was experienced with Cummins engines and could share his knowledge.

Mr. Bruns asked who would be liable if there was a problem. Mr. Roller asked if Mr. DiDonato was insured. Who pays if there is a major accident or error with the apparatus? It needs to be discussed, Mr. Roller stated. It was noted that 1099 employees need to have their own liability insurance. Mr. Roller said that he'd like to see the rest of the process completed with a new job description, new duties outlined, and proof of insurance.

A suggestion was made to consult with the District's insurance agent. Mr. Walton asked Mr. Roller if he wanted to research such requirements. "Sure," answered Mr. Roller. Then the issue probably needs to be forward to Ms. Nemer, Mr. Roller said. Mr. Schoenbein questioned how Mr. DiDonato's job description had changed. He may have to do truck checks if volunteers don't. Discussion followed about how Mr. DiDonato's job description could be rewritten to include the words "as needed" for certain tasks.

Mr. Griffin relayed the chain of command as he saw it: volunteers do the truck checks, Mr. Case is notified if something is amiss, then to Mr. Carson, and then to Mr. DiDonato. Input for the process had been received from all four members who were involved in truck checks, Mr. Griffin said.

Ms. Fritz spoke up to say that while volunteers are covered as "employees" under the District's insurance policies, 1099 employees are not. She asked if Mr. DiDonato was using the District's tools. Mr. Schoenbein said that he would call Mr. Tribbett. Mr. Roller said that Mr. Tribbett would need to know Mr. DiDonato's scope of work. Ms. Fritz asked if Mr. DiDonato worked for anyone else. Mr. Roller inquired as to whether Mr. DiDonato had any certifications. If he's not qualified to do the work, it could void the apparatus warranties, Mr. Roller said. Ms. Fritz advised that Mr. DiDonato be asked about insurance coverage right away. Mr. Roller stated that he didn't think Mr. DiDonato should work on the trucks until the District had done its due diligence.

Representatives to Fire Trucks Plus

Mr. Rosenberg said that he would advise sending Mr. Schoenbein to Fire Trucks Plus to check on the District's tanker and ambulance. Mr. Pettit asked if it should be a surprise visit. "Not necessarily," answered Mr. Rosenberg. Mr. Pettit asked if only one person should go. Mr. Rosenberg advised sending two people. He said that Mr. Batista claims to be busy, but it's been almost a year. Mr. Griffin reminded that Mr. Batista had already sold the Darley and had the money for it. It's unacceptable to continuously get the run-around, Mr. Griffin expressed. Mr. Rosenberg noted that there was no timeline in the contract. Mr. Roller advised that maybe a new contract was in order, but he acknowledged that the District was not in a position of power.

Mr. Walton made a *motion* to send Mr. Schoenbein and another member to California if needed to check on the status of the District's apparatus. Mr. Roller seconded the motion, which passed unanimously.

Mr. Schoenbein said that Mack was supposed to be done with the truck by the end of November. And the chassis was built at a plant just a few miles from Mack. Mr. Roller advised contacting Mack, asking if the work had been paid for, and inquiring as to what stage the truck was in. Mr. Schoenbein shared that the ambulance had been sent to Fire Trucks Plus in November/December. Mr. Batista had said it would be ready in 60 days. Mr. Rosenberg advised letting Mr. Schoenbein work with Mr. Batiste for a few more weeks and then pay a visit if necessary.

Process to Change Employee Handbook

Mr. Roller noted that the changes were considered draft form. Mr. Fager said that nothing had been sent to the membership yet. Mr. Schoenbein expressed that the issue was a question for Ms. Nemer. Mr. Roller said that nothing had been modified yet so the current employee handbook dated 11/6/2007 stands. Procedures need to be followed to make changes to reserve member requirements, Mr. Fager said. Mr. Bruns asked if the District would receive the documents from Ms. Nemer and then approve them. Mr. Roller responded that it was a bit more complicated. Changes can be made within the legal requirements, he said. Mr. Bruns asked if the draft would be circulated for review. "Yes," answered Mr. Roller.

MEETING ADJOURNED AT: 23:07

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the December Minutes. *Motion made by Mr. Walton; seconded by Ms. Lehman; unanimous.*

- To accept the December Minutes as written. *Motion made by Mr. Walton; seconded by Ms. Lehman; unanimous.*
- To approve checks #11651 and 11693-11720, excepting checks #11696 and #11719, plus automatic payments, credit card expenses, and bank fees. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To authorize Stahl Roofing to remove and replace the gutter and fascia on the rear of the station for \$1,821. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To authorize Ms. Nelson to write the *Smoke Signals* article, with costs not to exceed two hours' time. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*
- To approve the Boots' proposal, including contact with the District's webmaster and with oversight provided by a committee of Mr. Walton and Mr. Roller. *Motion made by Mr. Roller; seconded by Ms. Lehman; unanimous.*
- To adopt the Board Resolution Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election. *Motion made by Mr. Walton; seconded by Mr. Rosenberg; unanimous.*
- To call an Executive Session per CRS 24-6-402-4A to discuss a possible purchase acquisition and per CRS 24-6-402 to discuss personnel issues. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*
- To authorize Ms. Nemer to act on behalf of the District by making an offer on the Noble property at a price of \$250,000. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To authorize Paragold Communications to assess the communications system and submit a bid to finish the project. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*
- To send Mr. Schoenbein and another member to California if needed to check on the status of the District's apparatus. *Motion made by Mr. Walton; seconded by Mr. Roller; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Walton; seconded by Ms. Lehman; unanimous.*

MOTIONS MADE AND WITHDRAWN:

- To authorize a non-specific work order to finish the communications system. *Motion made by Mr. Roller; withdrawn by Mr. Roller.*