

INDIAN HILLS FIRE PROTECTION DISTRICT

4476 Parmalee Gulch Rd.

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Phone: 303-697-4568

BOARD MEETING MINUTES

Wednesday, December 14, 2011

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; Kelley Lehman

Fire Department Members: Don Schoenbein — Chief; Emery Carson — Assistant Chief; Loren Gilbert — Fire Captain; Bob Fager — Rescue Captain; Matt Griffin — Rescue Lieutenant; Steve Bruns; Jason Gagnier

Non-Members: Anita Fritz — Bookkeeper; Karen Nelson — Recording Secretary

Absent: Ron Walton (excused)

MEETING CALLED TO ORDER AT: 19:36 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Pettit noted that Mr. Walton was sick with strep throat.

MINUTES:

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

Mr. Rosenberg made a *motion* to accept the November Minutes as written, which was seconded by Mr. Roller and passed unanimously.

Conversation turned to Ms. Nemer's comments regarding the Minutes, beginning with Ms. Nemer's second point concerning proper budget protocol. Mr. Pettit said that the Board needed to remember to follow the advice the following year when discussing and approving the budget. Discussion moved on to Ms. Nemer's third point where she questioned the accuracy of a statement that had been made to the effect that 40-50% of the Noble property is covered by a leach field. It was noted that the statement may have been taken out of context. In either case, a land survey will provide definitive answers regarding the property.

Regarding Ms. Nemer's fourth point about information concerning the May election, Mr. Pettit pointed out that Ms. Nemer had been unaware that the Board was expecting information in time for the December meeting. Ms. Nemer addressed the issue of distribution of draft copies of the Minutes in her fifth point. She stated that most Districts provide draft copies of the Minutes to Board members and the Chief only. In addition, she said that Ms. Ford's statement to the effect that two year's worth of Minutes had to be posted on the Department's website was inaccurate. There is no such statute, Ms. Nemer wrote, although she stated that dissemination of the District's annual transparency notice is required. Mr. Pettit said that Ms. Fritz takes care of that requirement.

Finally, regarding Ms. Nemer's comments about the Chief's evaluation (sixth point), Mr. Pettit said that he had talked to Ms. Nemer about getting a performance evaluation template. Mr. Schoenbein spoke up to say that Mr. Pollitt had emailed him reporting that he had not been able to find a human resources professional to refer or a performance template to use.

SPECIAL MEETING MINUTES:

Mr. Rosenberg made a *motion* to waive the reading of the November Special Meeting Minutes, which was seconded by Ms. Lehman and passed unanimously.

Discussion followed and the following changes were made. Page 2, sixth paragraph, first sentence to read: "Mr. Fager said that he agreed with Mr. Case." Page 9, second paragraph, ninth sentence to read: "Also, a decision had to be made whether to renew the Chief's contract, *which expires at the end of the 2012.*"

Mr. Rosenberg made a *motion* to accept the November Special Meeting Minutes as amended, which was seconded by Ms. Lehman and passed unanimously.

Conversation turned to Ms. Nemer's comments regarding the Special Meeting Minutes, whereby she advised the Board to call an Executive Session whenever discussing financial issues such as an offering price and desired terms. The reason for this, she stated, is that having such information available in a public record may interfere with the District's ability to make the best deal. Mr. Fager asked what part of the discussion should have been in an Executive Session. "The financial part," responded Mr. Pettit.

TREASURER'S REPORT:

Financial Reports

Ms. Fritz began by asking if the State matching funds for the pension account had been received yet since the payment was due in three weeks (December 31). "No," answered Mr. Schoenbein. Ms. Fritz requested that she be called when the check arrived. Mr. Roller asked how big the contribution would be. Mr. Schoenbein estimated \$9,000 and reminded that the District had paid some \$15,000 last year to cover what the State had not paid. Ms. Fritz noted that the State matching funds should have been mailed in mid-November. Mr. Schoenbein commented that the check had been late in arriving the previous year as well. Mr. Gilbert advised researching the situation through the Department of Local Affairs (DOLA.)

Discussion moved to the Executive Summary portion of the Financial Reports. Mr. Pettit noted that the ambulance fees (account #4999) looked good. Regarding the Profit Loss

Budget Performance spreadsheet, Mr. Pettit said that everything looked to be in line and commented that the District would finish the year under budget. “Yes,” responded Ms. Fritz, who added that the fund balance is low, though, because the District had elected to pay off the truck, as reflected at the bottom of the second page of the spreadsheet.

Conversation turned to Checks. Ms. Fritz began by saying that she had voided check #11655 to Cummins Rocky Mountain for \$444.25 for apparatus repair because the invoice had been paid via Mr. Carson’s credit card. Mr. Pettit asked about check #11675 to Evergreen Fire/Rescue for \$145.98 for apparatus repairs. Had the sending unit been replaced twice? Mr. Schoenbein explained that it had been replaced and then recalibrated. Mr. Rosenberg further explained that Cummins had to do the work because it required a special computer to do the recalibration. Regarding check #11678 to K2 Design Group for \$91, it was noted that the cost was partially for posting the Board meeting Minutes on the District’s website. Mr. Schoenbein added that the Department uses K2’s services as needed.

Mr. Pettit moved conversation to Credit Card Purchases. He asked about the multiple charges to Verizon Wireless. Mr. Fager and Mr. Schoenbein explained the details of how the cell phone accounts are set up and reloaded.

Mr. Rosenberg made a *motion* to approve checks #11650-11655, excepting check #11651, and checks #11672-11691, excepting check #11676, plus automatic payments, credit card expenses, and bank fees. The *motion* was seconded by Mr. Roller and passed unanimously.

2012 Budget

Discussion moved to the proposed 2012 budget. Ms. Fritz drew attention to the final number for the Property Tax Income (account #4000), which is \$252,718, an increase of \$2,700 over what was estimated. Mr. Pettit asked if additional changes had been made to the budget. “On the third page,” answered Ms. Fritz. Mr. Rosenberg said that he knew the Board had done a line-by-line review the previous month when he’d been absent.

Mr. Carson called attention to account #6325 (Mechanic Expense), which has a \$0 allocation. Ms. Fritz said it didn’t matter because the money could be shuffled within the Apparatus Expenses account (#6300).

Ms. Fritz said that the net income amount at the bottom of the second page had been changed to 17,145 because of the potential Noble property purchase, as outlined on the following page. Mr. Roller explained that since Ms. Nemer had been authorized by the Board to make a purchase offer for the Noble property, the costs for such had been added to the budget, in addition to an estimated cost for purchasing and building a substation near Hwy. 285. As such, the annual ongoing costs for these two projects were estimated at \$27,050 for the Noble property and \$1,950 for the substation, dropping the net income to \$17,145.

Discussion followed whether the costs for the current station and the Noble property should be lumped together or broken out as separate line items. Mr. Roller expressed that he thought the costs should be broken out and tracked independently on separate spreadsheets. Further conversation followed about the benefits of tracking expenses separately. Ms. Fritz

said that she could do one line item for now but break out the accounts later. Mr. Roller advised separating the accounts from the start. After discussion, Mr. Pettit agreed.

Ms. Fritz then asked if the expenses for the two projects looked okay. She was told “yes.” Mr. Roller explained how the budget committee had arrived at the \$5,000 figure for repairs of the Noble property by assuming that the District would paint and fix broken items but leave bigger expenses for the future.

Ms. Fritz gave Mr. Pettit the Indian Hills Fire Protection District Budget Message document, noting that the attorney fills in the blank dollar amounts. Mr. Pettit proceeded to read the document as well as the Resolution to Adopt Budget.

Mr. Pettit made a *motion* to approve the Resolution to Adopt Budget #12/11-1. Mr. Roller seconded the motion, which passed unanimously.

Mr. Pettit read the Resolution to Set Mill Levies.

Mr. Pettit made a *motion* to approve the Resolution to Set Mill Levies #12/11-2. Mr. Rosenberg seconded the motion, which passed unanimously.

Mr. Pettit read the Resolution to Appropriate Sums of Money.

Mr. Pettit made a *motion* to approve the Resolution to Appropriate Sums of Money #12/11-3. Ms. Lehman seconded the motion, which passed unanimously.

Mr. Pettit read the Letter of Budget Transmittal as well as the Certification of Tax Levies for Non-School Government. It was decided that no motions were needed for these documents.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present; no report submitted.

Chief's Report — Don Schoenbein

A report was submitted and various items were discussed. Conversation began with item #1 regarding Sit-n-Bull's compliance with outstanding violations. Mr. Schoenbein said that the business had paid its fines and now had the necessary and correct permits. Mr. Rudloff would continue monitoring the business, Mr. Schoenbein stated.

Discussion turned to item #2 regarding the property at 5411 Parmalee Gulch Rd. as a possible site for a substation. Mr. Schoenbein shared that he had visited with one of the property owners for an hour earlier that day. In the past, apparently, District representatives had threatened the land owner with eminent domain. Mr. Schoenbein said that at the conclusion of his conversation with the land owner the attitude had changed to “let's see what we can do.” The owner might consider selling the property, Mr. Schoenbein continued, noting that it had sold for \$16,000 in 1996-1997. A long-term lease for a section of the property would be another option, he said. The owner had wanted to put up some storage sheds.

Mr. Carson interjected that part of the property lies in a flood plain. Mr. Roller advised that the District make an offer and include a clause that would give the current owner lifetime use of the property as long as it doesn't interfere with fire department operations. Mr. Carson said that there were other considerations. The property is zoned M3. The County would have to approve the purchase and change the zoning, he explained. Mr. Pettit expressed that the County almost never denies a zoning change. There would have to be a public hearing, said Mr. Gilbert. Mr. Roller explained the process, since he had been through it before.

Mr. Pettit said that he agreed with Mr. Roller's idea to make an offer. Mr. Pettit then asked whether the zoning issue should be addressed before or after a purchase. "After," answered both Mr. Schoenbein and Mr. Roller. Mr. Schoenbein said that the husband of the woman he had talked with wasn't aware of the conversation yet. It was agreed that he would call Mr. Schoenbein before the end of the week. Mr. Pettit advised again to make an offer. Mr. Schoenbein reminded about Ms. Nemer's advice to call an Executive Session if financial matters were to be discussed. Mr. Roller agreed with the idea of moving forward with an offer.

Ms. Lehman asked about the advantages of the site. It was explained that there is very little land available for a substation in the area of Hwy. 285. The problem is finding property, added Mr. Schoenbein. Ms. Lehman asked who owned the helipad. Mr. Schoenbein explained that the helipad was on church property. Mr. Pettit expressed that if the District couldn't find a location for a two-bay substation, it would have a hard time housing all of the apparatus.

Conversation moved to item #3 regarding a request that had been received from a community member to have his son work a shift at the station. The Chief explained that he had turned down the request because the Department is not set up to handle such requests and a member of the family has been indicted for fire-related crimes in the District.

Moving on to item #4, Mr. Schoenbein stated that the Boots had offered to help with advertising and promoting the next Board election. Mr. Pettit said that he would have a list of dates pertaining to the election at the next month's meeting.

Mr. Schoenbein noted that ambulance revenues were detailed on an attachment (item #5) and then moved conversation to item #6 regarding a District mechanic. He explained that he and Mr. Carson had interviewed a candidate and made him an offer. The purpose of hiring the mechanic would be to replace much of what Evergreen is doing. Mr. Schoenbein said that the candidate has extensive experience as a heavy-equipment mechanic and had done work on Cummins.

Mr. Schoenbein concluded his report by summarizing the calls for the month, which totaled seven (item #7).

Assistant Chief's Report — Emery Carson

A report was submitted and various items were discussed. Mr. Carson began by stating that a new oil pressure gauge had been installed and recalibrated in apparatus 341 (item #1). Moving on to item #4, Mr. Carson reiterated that he and Mr. Schoenbein were looking to

hire a mechanic. When discussing it with Department members who had been doing the work, one had expressed burnout and two were on the fence. Only one, Mr. Case, objected to the decision and had sent an email to that effect, Mr. Carson said.

Mr. Griffin, one of the volunteers who had been doing some of the apparatus maintenance work, spoke up to say that as long as the new mechanic does a good job, he is okay with the decision. Mr. Pettit recalled that Mr. Stelter, the previous mechanic, had been asked at times to do work he didn't feel comfortable with. Mr. Gagnier suggested a 90-day contract to hire. Mr. Schoenbein shared that he envisioned the position requiring only 5-10 hours per week. If it works out, great; if the candidate doesn't provide the expected quality, he won't be retained, Mr. Schoenbein said. Mr. Bruns, another volunteer doing apparatus maintenance work, interjected that his opinion echoed Mr. Griffin's as far as hiring a mechanic.

Mr. Roller advised that an understanding was needed of what the District mechanic would be doing vs. what a profession would handle. And a job description was needed, he continued. Mr. Schoenbein answered that he had already created a job description. Mr. Fager asked what duties the candidate was not comfortable with. "The computer," answered Mr. Schoenbein. Mr. Gilbert suggested that job qualifications, duties, and evaluation criteria should all be documented. Mr. Pettit agreed that such information was needed. He said that a mechanic would be appropriate for routine work. Major work could still go to Evergreen, Cummins, or another appropriate business.

Ms. Lehman asked if there was a maintenance protocol in place. Ms. Nelson explained that there are forms to use. After completion, she enters the information into the computer and files the paper forms for reference. Mr. Fager asked about cost savings of hiring a mechanic. Mr. Schoenbein said that the District would save money on oil changes. Discussion followed on whether the maintenance duties should be kept in-house. Mr. Griffin estimated that he spent 1-2 hours a week on such duties. Mr. Pettit asked for a list of what the volunteers do vs. what the new mechanic would do. He agreed that the District would save money on the oil changes.

Mr. Roller suggested that rotating members through the truck maintenance duties might eliminate the need for a mechanic. Mr. Gilbert responded that some members were burned out on station duties as it is without adding more responsibilities. Mr. Roller asked Mr. Gilbert and Mr. Bruns if there was opposition to bringing in a mechanic. Mr. Griffin responded that the previous mechanic had not been very good. Mr. Roller stated that his opinion was that hiring a mechanic is a good idea. The volunteers who are doing the work now may not always be with the Department, he said. The expectations for the position need to be determined upfront, though, he added.

Mr. Griffin explained that there is a checkoff sheet that is currently used for routine apparatus run-throughs. Mr. Case replaces lights and little things that break. Outside of that, apparatus are sent out for repairs, Mr. Griffin said. Mr. Gilbert expressed that the District hasn't historically had members who are dedicated to doing apparatus maintenance work. It's a golden moment right now, he said. Even with station duty, half of the volunteers do most of the work, Mr. Carson said. The point is, Mr. Gilbert interjected, some members are willing. But is it fair? Mr. Bruns expressed that he was more than happy to do the maintenance and more than happy to pass it off. Mr. Roller said that ultimately it was the

Chief's decision. The discussion was beating a dead horse at this point. Mr. Rosenberg said that if there were concerns regarding the mechanic's work, they should be brought up. Mr. Griffin expressed that he wanted the mechanic to be held accountable. There were multiple chiefs in the past, Mr. Roller pointed out. Now that there was a paid chief, the mechanic could be held accountable.

Ms. Fritz asked if an hourly rate needed to be approved. Mr. Roller asked if an offer had been made yet. "No," responded Mr. Carson, who stated that the rate would be \$20 per hour. Costs were estimated at \$5,200 per year.

Fire Captain's Report — Loren Gilbert

Present; no report submitted.

Rescue Captain's Report — Bob Fager

Present; no report submitted.

OLD BUSINESS:

Noble Property

Mr. Pettit stated that he had heard back from Ms. Nemer. He had given Mr. Kerby's number to Ms. Nemer and vice-versa. Mr. Roller advised following up as the property had a shelf life.

Communications System

Mr. Pettit said that a list of frequencies had been submitted to APCO. If clear, the FCC was the next step. The IGA was in process, Mr. Pettit continued. The information had been submitted to Jefferson County as well as Arapahoe County since a hole for the tower base was needed at Smokey Hill. Mr. Pettit shared that he had talked to Mr. Hall about splitting the antenna and how it might affect Inter-Canyon since it will decrease that district's service. The Yagi antenna is on order.

Mr. Carson said that he had gotten on Mr. Hall. Mr. Pettit admitted that Mr. Hall was not good about calling back. Mr. Fager asked if the Board could get someone else to work with. The radio system needs to be fixed, he emphasized. Mr. Pettit stated that Mr. Grazi didn't think the functionality of the omni-directional antenna could be increased. A two-directional antenna is needed. But Inter-Canyon doesn't want a two-directional antenna and since the Districts are sharing a system . . . Mr. Fager noted that Indian Hills is essentially paying for Inter-Canyon to have coverage at its own expense. Mr. Pettit proceeded to explain the problems of working with Mr. Hall.

Mr. Roller proposed that Mr. Carson could take over since the project has to get done. Or he himself could call Mr. Hall since he has a good rapport with him. Mr. Roller asked if a repeater positioned on the hose tower would help with communications in the District. "Yes," answered Mr. Schoenbein, stating that a portable one could be installed. There must be other options, he added. Mr. Roller asked Mr. Schoenbein if he knew about radio systems. "No," responded Mr. Schoenbein. He said that everyone seemed to be counting on Smokey Hill to be a panacea. But would it? Mr. Pettit answered that he believed so. Further discussion followed about various options for improving the communications system.

Mr. Roller expressed that there had to be a decent radio vendor that the District could work with. Mr. Carson said that he would talk to Mr. Hall the following day. Mr. Schoenbein suggested going back to a voting system. Mr. Pettit said that the District has a voting system. If it were simulcast . . . Mr. Rosenberg advised giving Mr. Hall two weeks. Mr. Roller suggested threatening suit, citing that Mr. Hall had said that the system would work. It has to be fixed, Mr. Roller continued, claiming that the issue was “ridiculous” at this point.

Mr. Pettit reiterated that Mr. Carson would talk to Mr. Hall. At the same time, Mr. Pettit said that he would take care of the link from Mt. Lindo to a repeater at the station. Mr. Roller proposed getting the problem fixed before Christmas. Mr. Gilbert admitted that a cellular push-to-talk system would be better than what’s currently in place. Mr. Roller said that it was time to be drastic. Mr. Pettit said that he still thought that the Smokey Hill site would solve the problem. Mr. Roller asked what the steps were to getting Smokey Hill up and running. Mr. Pettit proceeded to explain the process and said that he could contact Mr. Reynolds. Mr. Rosenberg suggested getting a timeline in writing.

Mr. Pettit said that it wasn’t that simple. Part of the process required some 100,000 frequencies be looked at. Mr. Roller said that he thought that should be a five-minute process with computers these days. He admitted that he didn’t know about radios, but said that he knew how to get things done. Mr. Roller was told again that the process was not that simple. Mr. Schoenbein asked if the equipment at Mt. Falcon worked. “No,” answered Mr. Carson, adding that the District should get its equipment off the property.

Mr. Pettit asked Mr. Fager if coverage is better in vehicles or on portables. Mr. Fager said coverage was better in vehicles. Mr. Gilbert interjected that there was still static and bleeding through, though.

NEW BUSINESS:

Chief Evaluation Process

Mr. Roller stated that Mr. Walton was supposed to be the point of contact. Mr. Pollitt had made no progress, Mr. Roller added. Ms. Nemer would be sending some documents. There was a short window of time. Mr. Roller said that he’d call Mr. Walton.

Department Employee Handbook

Mr. Gilbert shared that the last document had been produced in 2005. He expressed that he thought it was a poor document because a lot of compromises had been made because there was dissension in the Department. As such, Mr. Gilbert continued, the current employee handbook is worse than worthless and damaging to the Department. Currently, the Chief has no authority, and every decision has to be reviewed by the Department, he explained. The document had been adopted by the Board verbally when the Department was merged with the District.

Mr. Gilbert continued by saying that the by-laws of the nonprofit had been updated by removing everything related to emergency services. Mr. Fager agreed that new rules were needed. Mr. Gilbert advised starting from scratch. Mr. Roller explained how the merger process had happened and added that the ball had been dropped in terms of updating documentation. Mr. Gilbert admitted that some of the current problems exist because there are not good documents. It’s a huge problem, agreed Mr. Fager.

Mr. Pettit recalled that Mr. Dawson had been in charge of the documents and then passed them on to Mr. Westerlage. Changes had been made, but they were never adopted. Mr. Pettit said that he had reviewed documents from Golden Gate and Alpine Rescue. In addition, there was a District management guide available, he shared. Mr. Griffin suggested scrapping the current document and rewriting it. Mr. Gilbert and Mr. Roller agreed. Mr. Pettit said that there were some good templates available to work from.

Mr. Schoenbein pointed out that by-laws are different than the employee handbook. An employee handbook is operational in nature. Mr. Gilbert agreed that separate by-laws were needed. Discussion followed about the corporate structure and how the documents play a role. Mr. Gilbert said that the by-laws should function like an overall human resources manual for the business while the employee manual should include any policies below the level of the Board that don't violate the by-laws.

Mr. Pettit shared that Ms. Nemer had said that the current documents were not sufficient. He asked Mr. Gilbert if he would contact Ms. Nemer. Mr. Roller advised getting advice from Ms. Nemer on what is needed. Mr. Gilbert said that he would contact Ms. Nemer, although he admitted that he wasn't sure a lawyer was the best person to contact for such advice. Contacting other departments was suggested. But it was noted that their documents may not be correct. Mr. Tenney with the Special District Association was cited as a contact.

Additional Checks

Ms. Fritz said that she had additional checks to write and listed the following:

- Check #11686 to Brittany Salter for \$100
- Check #11687 to the Colorado Division of Fire Safety for \$20
- Check #11688 to Day Plumbing & Heating for \$1,922.75

Brief discussion followed about the replacement of the heater in the office.

- Check #11689 to Dina Arnott for \$422.79 for awards banquet reimbursement
- Check #11690 to EDS for \$70.87
- Check #11691 to Mike Fassula for \$87.66 for meals during a wildland training seminar
- Check #11692 to Foothills Auto & Truck Parts for \$56.95

Mr. Fager pointed out that check #11681 to Neve's Uniforms & Equipment for \$1,690.18 should be coded to Personal Protection Equipment (account #6015)

EXECUTIVE SESSION:

Mr. Pettit made a *motion* to call an Executive Session per CRS 24-6-402-4A to discuss a possible purchase acquisition. Mr. Rosenberg seconded the motion, which passed unanimously. Mr. Pettit called the Executive Session at 21:53. All meeting attendees left the room except for Board members and Ms. Nelson. Recording commenced using the District's recorder.

Mr. Rosenberg made a *motion* to adjourn the Executive Session at 22:10. Ms. Lehman seconded the motion, which passed unanimously.

REGULAR MEETING RECONVENED:

Mr. Pettit called the regular meeting back to order at 22:11.

Mr. Roller made a *motion* to assess the feasibility and availability of the property at 5411 Parmalee Gulch Rd. as a possible location for a District substation including, but not limited to, lot size and taxes and to move forward with the Chief toward a possible purchase decision. Ms. Lehman seconded the motion, which passed unanimously.

MEETING ADJOURNED AT: 22:12

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the November Minutes. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To accept the November Minutes as written. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*
- To waive the reading of the November Special Meeting Minutes. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To accept the November Special Meeting Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To approve checks #11650-11655, excepting check #11651, and checks #11672-11691, excepting check #11676, plus automatic payments, credit card expenses, and bank fees. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*
- To approve the Resolution to Adopt Budget #12/11-1. *Motion made by Mr. Pettit; seconded by Mr. Roller; unanimous.*
- To approve the Resolution to Set Mill Levies #12/11-2. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*
- To approve the Resolution to Appropriate Sums of Money #12/11-3. *Motion made by Mr. Pettit; seconded by Ms. Lehman; unanimous.*
- To call an Executive Session per CRS 24-6-402-4A to discuss a possible purchase acquisition. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*
- To adjourn the Executive Session at 22:10. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To assess the feasibility and availability of the property at 5411 Parmalee Gulch Rd. as a possible location for a District substation including, but not limited to, lot size and taxes

and to move forward with the Chief toward a possible purchase decision. *Motion made by Mr. Roller; seconded by Ms. Lehman; unanimous.*

- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*