

**CLEAR CREEK FIRE AUTHORITY**  
**BOARD OF DIRECTOR'S MEETING MINUTES**  
6:00 p.m., Wednesday, March 9, 2016  
Station 1 - Dumont

**I. Call to Order**

The meeting was called to order by Chairman, Tim Mauck at 6:32 p.m.

**Attending:**

Board of Directors:	Tim Mauck	Chairman
	Mike Hillman	Vice Chairman/Idaho Springs Representative
	Gene Day	Secretary
	Wendy Koch	Empire Representative
	Steve Kroll	ESD Representative
	Mark Reynolds	Georgetown Representative
	Tom Hale	Georgetown Representative
	Chris Frey	Silver Plume Representative
Others in attendance:	Kelly Babeon	Fire Chief
	Brian Oppenheimer	Assistant Chief
	Donna Gee	Recording Secretary
	Bob Cole	Attorney

**II. Approval of Agenda**

Mark Reynolds made a motion to approve the March 9, 2016 agenda as presented. Chris Frey seconded the motion and the agenda was approved unanimously.

**III. Public Comment/Unscheduled Appearances**

See Public Comment/Unscheduled Appearance Notes

**IV. Approval of Minutes**

It was noted that Mike Hillman is the Vice Chairman. Tom Hale made a motion to approve the amended February 10, 2016 minutes. Wendy Koch seconded the motion and the amended minutes were approved unanimously.

**V. Approval of Bills & Financial Report**

**Bills for Approval/Check Detail**

The Bills for Approval and the Check Detail were reviewed by Chief Babeon. No comments, questions or objections were made. Chris Frey made a motion to accept the Bills for Approval/Check Detail as presented. Tom Hale seconded the motion and the reports were approved unanimously.

**Financial Report**

The Financial Reports were reviewed by Chief Babeon. No comments, questions or objections were made. Chris Frey made a motion to accept the Financial Report as presented. Mike Hillman seconded the motion and the Financial Reports were approved unanimously.

**VI. Old Business**

**Fire Chief Performance Review**

The final document for the Fire Chief's performance review is not yet complete. The performance review was tabled to the April meeting.

## **Old Business-continued**

### **Capital Plan**

The Chief distributed a copy of the Capital Plan and reviewed the document as presented. The capital projects included in the 2016 budget are the Empire Fire Station, burn building, refurbish/replacement of Engine 41 and remodel of the Georgetown and Idaho Springs Stations. It was agreed that the City of Idaho Springs and the Fire Authority would have a work session to discuss the possibility of a multi-jurisdictional facility. Building repair & maintenance is budgeted in the General Maintenance line item. The capital plan does not include grants or the selling of assets. Capital plan discussion will be held monthly and will remain on the agenda.

Tom Hale presented a draft Clear Creek Fire Authority Request for Proposal Consulting/Professional Services Facility Assessment and Master Facility Plan document and stated the Department of Local Affairs (DOLA) have grant opportunities for Fire Authorities and that there are low percentage loans available through USDA. Utilizing this process would help in managing projects. The document will need to be updated to include a preproposal meeting date and remove the Idaho Springs remodel project; there were no objections. Bob Cole's office can review the document by March 14, 2016. A work session is scheduled for March 24, 2016 at 6:00 pm for continued evaluation discussions and to further review the Request for Proposal. Chairman Mauck requested that the Board review the Request for Proposal and be prepared for a discussion on the document at the work session. Tom Hale will email a Word version.

No other old business was presented

## **VII. New Business**

### **Town of Empire – Empire Fire Station Discussion**

The Empire Fire Station discussion was held during public comment. Public comment was residents of Empire in support of the Empire Fire Station.

## **VIII. Report from Assistant Chief Brian Oppenheimer**

Assistant Chief Oppenheimer distributed a copy of his report and reviewed as presented.

## **IV. Report from Fire Chief Babeon**

- Documents for the performance review were sent to Dan Qualman.
- A report was given to the County Commissioners and a similar report is being prepared to give to the municipalities.
- A meeting is scheduled to discuss the evacuation and sheltering of seniors at the Senior Center in the event of an emergency.
- Chief Babeon attended the Revenue Roundtable meeting and will continue to attend.
- A call was made to Clay Brown on DOLA grant opportunities.
- Working on the creation of a recruiting/retention program to be held twice annually.
- Will be participating in wildfire training and a refresher class will be held in April or May.
- 2015 & 2015 training books are available for the Board to review and Chief Babeon will be creating reports from the books.

## **XI. Executive Session**

Mike Hillman made a motion to adjourn the meeting of the Clear Creek Fire Authority Board of Directors to enter into executive session pursuant to 24-6-402(4)(b), C.R.S. for a conference with the Fire Authority's Attorneys for the purpose of receiving legal advice regarding termination hearings and claims arising therefrom. Wendy Koch seconded the adjournment and the motion to enter to executive session was approved unanimously. Tim Mauck indicated that no written minutes will be kept and Chief Babeon will not be included in the discussion.

Tim Mauck adjourned executive session at 9:21 p.m. Robert Cole, Attorney for the Fire Authority, certified that the discussion in executive session constituted privileged Client, Attorney communications and it was appropriate that no written minutes were taken.

**XI. Announcements**

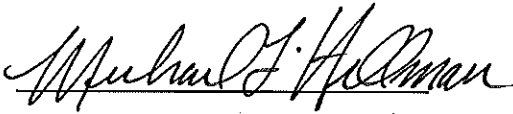
The Governor will be announcing his appointment of the County Commissioner March 10, 2016 to replace Commissioner Hayden.

No other announcements were made.

**XII. Adjournment**

Tim Mauck adjourned the meeting of the Fire Authority Board of Directors at 8:24 p.m.

**A Work Session is scheduled for March 24, 2016 at 6:00 pm at the Fire Authority in Dumont  
The next regular scheduled meeting is April 13, 2016 at 6:30 pm at the Fire Authority in Dumont**

  
VICE CHAIRMAN