

INDIAN HILLS FIRE PROTECTION DISTRICT

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BOARD MEETING MINUTES

Wednesday, March 24, 2021

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.

ATTENDEES:

Fire Protection District Board Members: Scott Kellar - President, Marc Rosenberg - Treasurer, Chris Vigil – Secretary, Scott Ryplewski (excused absence), Kelley Lehman (excused absence)

Fire Department Members: Mark Forgy – Chief, Ray Voglar - member

Non-Members: Angel Dee Manning - Recording Secretary, Anita Fritz – Bookkeeper

Community Members: Bill Thaemert

MEETING CALLED TO ORDER: 19:03

The meeting was called to order by President Scott Kellar at 19:03 hours.

INTRODUCTIONS:

President Kellar welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

President Kellar called for any additions or suggested changes and Employee Status Change and Audit Exemption Resolution were added to the Agenda.

PUBLIC COMMENTS:

There were no public comments.

PREVIOUS MINUTES:

Treasurer Marc Rosenberg made a *motion* to waive the reading of the February Meeting Minutes, which was seconded by Secretary Chris Vigil and passed unanimously.

Director Rosenberg made a *motion* to accept the February Meeting Minutes as presented. Director Vigil seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Monthly Financial Reports

Director Marc Rosenberg reviewed the financials with the Board. Discussion included dropping webex which was mainly used for online training during the pandemic, cancelling Firehouse Magazine and continuing Fire Engineering, and cancelling and returning the Verizon ambulance phones.

After reviewing the financials for period ending February 28, 2021, Director Rosenberg made a *motion* to approve February checks #14102 - #14123, with the exception of #12107 - Firehouse

Magazine to be voided, plus automated payments, credit card expenses, bank fees. Director Vigil seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

District Updates – Fire Marshal

The activity report for Fire Marshal Services was distributed to the board prior to the meeting for review. The report shows fire marshal services provided under contract for three current projects. It was discussed among the board to review the current fee schedule.

Chief's Report

Chief — Mark Forgy

The chief started with a big thank you to Sue Ryplewski for painting the bay doors, they look great! He reported that the meeting with Forest Stewards Guild went well. They are going to send us a list of menu options for elements we may want to include in the CWPP. He then updated the board that the materials for the lighting upgrade are coming in and Tim will begin working on installation next week, weather permitting. Chief Forgy reported on the consolidation study (AP Triton) data collection and that he with help of the office manager and accountant have collected and uploaded most of the information requested, but expects possible future requests as the study moves forward. He then reported to the board that he and Mike gave a presentation on wildland preparedness at the IHIA Board Meeting and is looking forward to growing momentum for a new community-based program. Chief Forgy stated MMWMC continues to focus on evacuations planning and next month we are meeting with the Sheriff and he talked about shortcomings with Code Red and some possible solutions. Topics of the Code Red discussion included community member involvement and utilization of community signage such as the post office bulletin, community center sign and the firehouse sign. Chief Forgy said he is doing a combined wildfire class with Genesee Fire beginning next week.

Calls for February:

4 MVAs
2 Medicals
2 False Alarms
1 Smoke Check
1 Wildland fire
1 Cancelled Enroute

Officers' Reports

Assistant Chief — Marc Rosenberg

Fire Captain — Mike Fassula

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

COVID Disaster Emergency Declaration

President Kellar stated that the Emergency Declaration is still in effect until the board decides to lift it. Mr. Kellar advised that action is needed to lift the declaration. It was decided to leave the declaration in place for another 30 days with no modifications and revisit at next month's board meeting.

Cooperative Efforts Feasibility Study

Elk Creek and Inter-canyon are optimizing operation of the 285 corridor. The district should expect draft of the study in August or September.

Statutory Calendar Review

President Kellar reviewed the statutory calendar with the board and stated that he and the Chief will be designating responsibilities for calendar items to specific individuals to help with timely completion of statutory requirements.

NEW BUSINESS:

Ambulance Cell Phones

Previously covered in Chief's Report and Financial Review.

SCBA Service Maintenance IGA

Director Rosenberg made the *motion* to engage into the SCBA Service and Maintenance Intergovernmental Agreement with Evergreen Fire Protection District. Director Vigil seconded the motion, which passed unanimously.

Vehicle Maintenance IGA (amendment)

Director Rosenberg made the motion to enter into the First Amendment to Vehicle Maintenance Intergovernmental Agreement with Evergreen Fire Protection District. Director Vigil seconded the motion, which passed unanimously.

Systems Design West – Item Processing Application

The discussion ensued regarding Systems Design West new e-payment portal for patients and remote deposit capture for physical checks. The district accountant suggested possibly opening an account just for these payments, mostly to reduce exposure to the district's main banking account, however, will also assist with tracking receivables related to ambulance transports.

Employee Status Change

The board decided to make the contracted accountant an employed district position.

Audit Exemption Resolution

Director Chris Vigil made the *motion* to approve the 2021-1 Audit Exemption Resolution. Director Marc Rosenberg seconded the motion, which passed unanimously.

ADJOURNED: 20:15

Director Rosenberg made the *motion* to adjourn the March 2021 Board Meeting and Director Vigil seconded the motion, which passed unanimously, and the board meeting adjourned at 20:15.

President:

Charles S. Kellm

Secretary:

*for
Mr Murray*

MOTIONS MADE AND PASSED:

- To waive the reading of the February 2021 Meeting Minutes. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To accept the February 2021 Minutes as presented. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To approve financials. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To engage in the SCBA Service and Maintenance Contract. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To engage in the Vehicle Maintenance IGA. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To approve the 2021-1 Audit Exempt Resolution. Motion made by Chris Vigil; seconded by Marc Rosenberg; unanimous.
- To adjourn the meeting. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.