

# INDIAN HILLS FIRE PROTECTION DISTRICT

4476 Parmalee Gulch Rd.  
P.O. Box 750  
Indian Hills, CO 80454  
Phone: 303-697-4568

## **BOARD MEETING MINUTES**

**Wednesday October 25, 2023**

*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, Chris Vigil– Secretary, Marc Rosenberg– Treasurer, Scott Ryplewski, Kelley Lehman

***Fire Department Members:*** Mark Forgy– Chief, Tom Henery– Fire Lt., Robin Casanova– EMTP

***Non-Members:*** Anita Fritz– District Accountant, Angel Dee Manning– Recording Secretary

***Other Attendees:*** None

### **MEETING CALLED TO ORDER: 19:01**

The meeting was called to order by President Scott Kellar at 19:01 hours.

### **INTRODUCTIONS:**

President Kellar welcomed everyone to the meeting and requested round table introductions.

### **APPROVAL OF THE AGENDA:**

President Kellar called for any additions or suggested changes to the agenda and there were none.

### **PUBLIC COMMENTS:**

There were no public comments.

### **PREVIOUS MINUTES:**

Treasurer Rosenberg made a *motion* to waive the reading of the September 2023 Meeting Minutes, which was seconded Secretary Vigil and passed unanimously.

Director Rosenberg made a *motion* to accept the September 2023 Minutes as amended. Director Lehman seconded the motion, which passed unanimously.

### **TREASURER'S REPORT:**

#### ***Monthly Financial Reports***

Treasurer Rosenberg reviewed the financial report with the board. After reviewing, Director Rosenberg made a *motion* to approve checks #14736-14753, automated payments, credit card expenses, and bank fees. Secretary Vigil seconded the motion, which passed unanimously.

Discussions regarding the 2024 proposed budget resulted in new line-item Board Planning (5330) for \$5,000, an increase \$60,000 Apparatus Maintenance/Repair (6320) for pump and plumbing rebuild on 342 and increasing Fire Marshal (5740) for possible training option.

**DEPARTMENT/OFFICERS' REPORTS:**

***District Updates – Fire Marshal***

No fire marshal report presented.

***Chief's Report***

**Chief — Mark Forgy**

Chief Forgy stated that Engine 342 did not pass its pump test, and while it is still operating, he would like to get the pump rebuilt and replace the plumbing on it like we did on 341 in 2020. Chief Forgy has received a rough estimate for the rebuild from SVI and will look at other options as well, however he has made a tentative appointment for November 2024. He then stated that the new printer/copier is here, and the office manager is happy. Chief Forgy presented a draft LOA policy to the board for review. He informed the board that in the first quarter of 2024, he would like to conduct a SWOT analysis and develop a new mission statement with a vision for the department. He also mentioned he would like to potentially hire a consultant to assist with this process.

Calls for October: 6-Medicals, 1-MVAs, 2-Cancelled Enroute, 1-Lift Assist, 1-Camper Fire (mutual aid), totaling 11 calls for October and 155 calls year to date.

***Officers' Reports***

**Assistant Chief — Marc Rosenberg**

Director Rosenberg reported that he will be on medical leave starting Thanksgiving week.

**Fire Captain — Mike Fassula**

Not present.

**EMS Captain — Pat Sears**

Not present.

**NEW BUSINESS:**

***District Budget Meeting***

The budget meeting will be held November 15 at the next regularly scheduled board meeting beginning at 7:00 pm.

***EMTS Grant Status***

Chief Forgy stated that the laptops will arrive this week and we will be ordering the e-bikes soon.

**ADJOURNED: 19:54**

Director Rosenberg made the *motion* to adjourn the October 2023 IHFPD Board Meeting and Director Vigil seconded the motion, which passed unanimously, and the board meeting adjourned at 19:54.

**President:**

**Secretary:**

**MOTIONS MADE AND PASSED:**

- To waive the reading of the September 2023 Meeting Minutes. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To approve the September 2023 Minutes. Motion made by Marc Rosenberg; seconded by Kelly Lehman; unanimous.
- To approve financials. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To adjourn the October 2023 Meeting. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.

DRAFT