

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, June 27, 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: Marc Rosenberg — Secretary; Ron Walton; Scott Kellar

Fire Department Members: Emery Carson — Chief; Bob Fager — Rescue Captain

Non-Members: Karen Nelson — Recording Secretary

Community Members: Don Schoenbein

Absent: Paul Pettit (excused); Kelley Lehman (excused)

MEETING CALLED TO ORDER AT: 19:38 Hrs.

In the absence of Mr. Pettit, Mr. Rosenberg presided over the meeting.

MINUTES:

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

Discussion followed and the following change was made. Page 3, fifth paragraph, first sentence to read: “Mr. Rosenberg proposed that the District pay Mr. Berg money owed for a lease *on land behind the current station* that had been agreed upon several years ago.”

Comments submitted by Ms. Nemer were also discussed regarding the legality of the Berg lease, the upcoming mill levy, and legal fees associated with updating the Employee Handbook. Also addressed were the pension ramifications of potentially transitioning Mr. Carson from volunteer to paid status and whether Department members should be allowed to serve on the Board. It was agreed that the new District By-Laws would address the latter issue. No changes were made to the Minutes after discussion of Ms. Raule’s comments.

Mr. Walton made a *motion* to accept the May Minutes as amended. Mr. Kellar seconded the motion, which passed unanimously.

TREASURER’S REPORT:

Financial Reports

It was noted that one page of the checks summary was missing. As such, it was decided to table the Financials.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present; no report submitted. Ms. Nelson shared that Mr. Rudloff had imposed penalties on several residents for fire ban violations. Because of the grave fire danger, current penalties include a \$1,000 fine and mandatory court appearance. Conversation also occurred about the County prohibiting fireworks in unincorporated Jefferson County.

Chief's Report — Emery Carson

A report was distributed and various items were discussed. Mr. Carson began by stating that the owner of the property being considered for the substation had requested that the District submit an offer. It was noted that an appraisal was needed.

Mr. Carson turned conversation to the new issue of *Smoke Signals* that had been distributed and shared the cost savings that had been realized as a result of complying with direct mail requirements. Positive feedback regarding the issue was shared.

Conversation moved to the issue of Jefferson County wanting to use the station as a polling place for the November elections. After discussion regarding where the polling places would be in the District and addressing security issues of allowing the public on site, it was agreed that the station could be used as a polling place.

Discussion moved to ambulance collections. Mr. Carson noted that \$5,639.74 had been received that month. In a related topic, Mr. Carson shared that there were no plans for the sale of the retired ambulance (apparatus 384) at that time. In addition, the title had still not been received from Mr. Batista for the new ambulance (apparatus 385).

Mr. Carson confirmed that the fireworks show had been cancelled and concluded his report by providing details about the 14 calls for the month. As an aside, Mr. Carson also shared that the mill levy would not be voted on until the 2017 election and noted that a combination access lock had been placed on the Noble garage. Further conversation occurred regarding arson activity in Teller and El Paso Counties. Mr. Carson shared that the youths arrested for local arson activities were scheduled to be sentenced in the next few weeks and added that the family had moved out of the District.

Fire Captain — Marc Rosenberg

Mr. Rosenberg relayed that the new gas detector had been used that day. He explained calibration procedures and costs for the detector.

Rescue Captain — Bob Fager

Mr. Fager said that the new ambulance (apparatus 385) had been set up and transported its first patient. A second set of drugs and a new computer had been purchased for the ambulance. Mr. Fager explained to the Board that an intraosseus kit was needed at a cost of \$1,008.95. Mr. Schoenbein affirmed that such equipment was essential. Discussion followed about its use and the shelf life of various components. Mr. Fager noted that new lettering

was also needed for apparatus 385. Conversation followed about pricing and various vendors.

Mr. Fager next shared that a new reporting system (Rescue Bridge) was being considered for incident management. Lengthy discussion followed whereby Mr. Fager explained the software's features, costs, and benefits, including faster input and touch screen use. It was agreed that Department members would run a trial version and return to a future Board meeting with a recommendation.

OLD BUSINESS:

District By-Laws

Tabled.

Communications System

Because of Mr. Pettit's absence, discussion was brief. Board members agreed that a plan design and timeline needed to be reviewed. In addition, Mr. Kellar noted that a contract is needed with Grazi Communications in order to keep costs in line. It was agreed that a Special Meeting needed to be scheduled to discuss the communications system.

Chief Position

Brief discussion occurred on the topic. It was decided to discuss the Chief position in a Special Meeting. As an aside, the question was raised regarding whether a member has to retire from volunteer status before drawing a pension from the FPPA. It was agreed that Ms. Nelson would look into getting an answer.

NEW BUSINESS:

Grants

Mr. Kellar passed around a handout detailing potential grant programs for the District. Included were grants from the Assistance to Firefighters (AFG), CDPHE, and Homeland Security. Discussion followed about the various programs. Mr. Schoenbein volunteered to help Mr. Kellar get an AFG grant submitted on behalf of the Department by July 6 for extrication tools. Conversation followed about the specific statistical data and other information required to submit the grant request.

Pension Signatories

Tabled.

Mr. Kellar made a *motion* to hold a Special Meeting on Monday, July 9 at 7:30 pm to discuss the District by-laws, Chief position, communications system, and account signatories. Mr. Walton seconded the motion, which passed unanimously.

Checks

Since the financial report was incomplete, Board members decided to review the checks individually in order to approve them. It was decided to hold check #11823 to Mr. Berg for \$20 based on Ms. Nemer's advice.

Mr. Walton made a *motion* to approve checks #11818-11836, excepting check #11823, plus automatic payments, credit card expenses, and bank fees. Mr. Kellar seconded the motion, which passed unanimously.

MEETING ADJOURNED AT: 21:20

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the May Minutes. *Motion made by Mr. Walton; seconded by Mr. Kellar unanimous.*
- To accept the May Minutes as amended. *Motion made by Mr. Walton; seconded by Mr. Kellar; unanimous.*
- To hold a Special Meeting on Monday, July 9 at 7:30 pm to discuss the District by-laws, Chief position, communications system, and account signatories. *Motion made by Mr. Walton; seconded by Mr. Kellar; unanimous.*
- To approve checks #11818-11836, excepting check #11823, plus automatic payments, credit card expenses, and bank fees. *Motion made by Mr. Walton; seconded by Mr. Kellar; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Kellar; seconded by Mr. Walton; unanimous.*