

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, April 22, 2015

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: Scott Kellar — President; Kelley Lehman — Treasurer; Marc Rosenberg — Secretary; Paul Pettit; Ron Walton

Fire Department Members: Bob Fager — EMS Captain; Sean Lacey; Ray Vogler

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

Community Members: Gabrielle Porter, *Canyon Courier*

Absent: Emery Carson (excused)

MEETING CALLED TO ORDER AT: 19:03 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Kellar called for introductions around the table and added one item to the agenda regarding an update on the debtor in California.

MARCH MINUTES:

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

Mr. Pettit made a *motion* to accept the March Minutes as written. Mr. Walton seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present; no report submitted.

Chief — Emery Carson

Mr. Rosenberg distributed Mr. Carson's report. Mr. Rosenberg began by stating that the 2012 Fire Code and 2012 Wildland/Urban Interface Code have finally been approved by the county commissioners. He added that area fire marshals are already at work on the 2015 codes, which will include several changes for commercial structures.

In grant news, Mr. Rosenberg stated that grant applications for SCBA and wildland gear, as well as for the mountain-area radio dispatch upgrade, were not awarded.

Discussion followed about the expressed desire for an Indian Hills community group to use the station to hold meetings. After conversation, it was agreed that a representative from the group needs to come to a future Board meeting to discuss the request since there are access/liability issues involved in allowing public meetings in the station.

Next, Mr. Rosenberg shared that two slash dates have been scheduled by Jefferson County this summer in Indian Hills: June 27-28 and August 22-23 at Parmalee Elementary School. Discussion followed about the need to impress upon community members the importance of mitigation efforts even when current weather doesn't threaten wildland fire.

Mr. Rosenberg concluded Mr. Carson's report by summarizing the calls for April, which total ten to date.

Assistant Chief — Marc Rosenberg

Present. No report submitted. Mr. Rosenberg shared that apparatus 376 is undergoing a wire harness repair, which is covered by warranty.

Fire Captain — Scott Case

Not present; no report submitted.

EMS Captain — Bob Fager

Present. No report submitted.

OLD BUSINESS:

Station Renovation

Mr. Kellar stated that a community meeting needs to be scheduled to get a read on community financial support for a station rebuild/renovation. After discussion, it was agreed to hold a public meeting on June 3 at 7 pm at the station.

Update on California Debtor

Mr. Kellar shared that Mr. Batista has declared bankruptcy. However, the debt owed the District is non-dischargeable and, as such, the California attorney will continue collections efforts.

Sign Bids

Costs to install a sign board in front of the station were reviewed. Several Board members suggested that the costs are too high. After discussion, it was agreed that Mr. Rosenberg would take the topic to the Department for feedback.

TREASURER'S REPORT:

Monthly Financial Reports

Ms. Fritz distributed the financial reports for the period ending March 31, 2015. Year-to-date, District expenses are at 31% of budget.

Minimal discussion occurred regarding the financial reports with the exception of check #12580 to Haynie & Co. for \$750.00 to determine that the District is not eligible for an audit exemption. Ms. Fritz expressed concern that the District was being charged the full cost of an audit exemption just to be told that the District wasn't eligible. After discussion, it was agreed to hold the check and investigate further.

Ms. Fritz also explained a new report entitled Credit Card Balances that gives a more accurate picture of cash flow out as well as into the credit card accounts.

Mr. Rosenberg made a *motion* to approve checks #12571-12589, excepting check #12580, plus automated payments, credit card expenses, and bank fees. Mr. Walton seconded the motion, which passed unanimously.

NEW BUSINESS:

Trailer Bids

Mr. Rosenberg shared that the sale of the trailer had been advertised and bids had been received. The highest bid stood at \$676.00. It was agreed to finalize the sale.

Chief's Condition

Brief discussion followed regarding the condition of Chief Carson, who had broken his heel and would be having surgery in early May. It was agreed that further conversation would occur during an executive session later in the meeting.

New Legal Firm

Mr. Kellar stated that District documents had been forwarded from Toussaint & Coaty to the new attorneys. A number of policies have already been reviewed by legal counsel, he said. It was noted that a representative from the new law firm would be invited to come to the next Board meeting.

EXECUTIVE SESSION:

Mr. Rosenberg made a *motion* to call an Executive Session at 20:03 per CRS § 24-6-402(4)(f) to discuss personnel issues. Mr. Pettit seconded the motion, which passed unanimously. All meeting attendees left the room with the exception of the Board members. Recording commenced using the District's recorder.

The Executive Session concluded at 20:30 and the meeting was called back to order.

ADJOURNED AT: 20:32

There being no more business to discuss, Mr. Rosenberg 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 March Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To accept the March Minutes as written. *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*
- To approve checks #12571-12589, excepting check #12580, plus automated payments, credit card expenses, and bank fees. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To call an Executive Session at 20:03 per CRS § 24-6-402(4)(f) to discuss personnel issues. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*