

# 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 25, 2018

*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, Marc Rosenberg - Treasurer, Paul Pettit — Secretary, Kelley Lehman, Ron Walton

***Fire Department Members:*** Emery Carson — Chief, Randy Rudloff—Fire Marshall

***Non-Members:*** Dixie Miller— Recording Secretary, Anita Fritz—Bookkeeper

***Community Members:*** Bill Thaemert

**MEETING CALLED TO ORDER AT: 19:04 Hrs.**

### **INTRODUCTIONS:**

Mr. Kellar called for introductions around the table.

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

Mr. Kellar called for any additions to the current agenda.

### **PREVIOUS MONTHLY MINUTES:**

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

Mr. Rosenberg made a *motion* to accept the March LTP Special Meeting Minutes as amended. Ms. Lehman seconded the motion, which passed unanimously.

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

Mr. Pettit made a *motion* to accept the March as amended. Mr. Rosenberg seconded the motion, which passed unanimously.

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

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

- Truck lease outstanding balance of \$22,052.67 with about four payments left
- District expenses are at 20% as of the end of March.
  - Station Maintenance and Repairs at 44% due to backflow valves purchased.
  - Election Expense at 99%, need to find line items to cover expense. Will need to add as a yearly expense to test that is state mandated.
  - Auditing expense exceeded budget by 13% due to the \$125 over for audit assistance with communication grant.
  - Fire Equipment at 54% for hand mics and ear piece for BK radios.
  - Communication supplies at 69% due to purchase of 8BK batteries.
- Foothills Computer Service fixed the bookkeeper laptop and working much better.
- Verizon payment for communication in ambulances.

Mr. Pettit made a *motion* to approve checks #13331-13354, plus automated payments, credit card expenses, and bank fees. Mr. Rosenberg seconded the motion, which passed unanimously.

### **DEPARTMENT/OFFICERS' REPORTS:**

#### ***Fire Marshall — Randy Rudloff***

Mr. Rudloff brought the Resolution 18-1 “Sprinkler Requirements”, which would require I.H. district new homes that exceed 1500 square feet to have a sprinkler system. The required system would be NFPA 13D or P2904 with 20 minutes worth of water storage (600-gallon tank). Typical cost 2.50-3.50 per square feet or around \$12,000. This helps with lowering insurance rates. Mr. Kellar would like to send to legal before accepting the resolution.

Mr. Rudloff and all other Fire Marshals in Jefferson County are in the process of reviewing adoptions of the fire code for 2018, the plains and mountains will share one set of codes which is a change that the county is excited about.

#### ***Chief — Emery Carson***

Chief Carson stated that we moved to Jeffcom on April 3<sup>rd</sup>. A few hiccups but nothing serious. Chief Carson also stated that the backflow system is almost complete. The 4<sup>th</sup> of July event schedule and movies in the park are falling into place.

KNS is doing the final testing on the new mountain fire dispatch channel, once approved it will be turned over to the department. Chief Carson is meeting at 4:45am with KNS to do a test on April 26<sup>th</sup>.

Total calls for April so far have been 20 with the year of 2018 total so far of 79.

#### ***Assistant Chief — Marc Rosenberg***

Present.

#### ***Fire Captain — Scott Case***

Not present.

#### ***EMS Captain — Bob Fager***

Not present.

**OLD BUSINESS:**

***Election Update***

Mr Kellar let Ms. Miller know that Kathy Noon needed to discuss the coordination of training election officials at the fire station. We have the bill for the ballot printing and signs are in the office to put up the day of the election.

***Long Term Planning***

Mr. Kellar suggested putting off setting a date until we have the new elected board members together. Put on agenda for June. Also, Mr. Kellar asked that Chief Carson use the last LTP minutes to update his spreadsheet and to also include computers/software.

***Ambulance Billing***

Ms. Miller let the group know that Systems Designs has completed our Medicare renewal and have begun billing claims from the past that were denied and all those that are ready to bill. Hopefully there will be some reports of payments at the next meeting.

**NEW BUSINESS:**

***Septic and Engineering***

Mr. Rosenberg and Chief Carson met with Engineer Drew Schneider who believes they possibly can use the existing leech field from the house next door. Possibly a new tank and lift station, the utility pole is currently in the direct path. This should save us 10-12k. Drawings are being prepared and working with the Department of Health.

Mr. Rosenberg asked if he could give notice to proceed to Mr. Schneider. A motion was made and accepted by Mr. Rosenberg and seconded by Mr. Pettit, which passed unanimously.

**FUTURE BUSINESS:**

***Hydrants***

***Long Term Planning Meeting***

**PUBLIC COMMENT:**

***Hydrants/ISO***

Mr. Thaemert brought to the group a question about our ISO rating. We currently are at a 6.0 which is pretty good for a mountain community. The discussion continued with who is responsible for hydrants, pipes, and testing. Once the two boards have gone through the election Mr. Kellar said that we would reach out to discuss the matter with the Water Board.

**ADJOURNED AT: 20:14**

There being no more business to discuss, Mr. Rosenberg made a *motion* to adjourn the meeting. Mr. Pettit seconded the motion, which passed unanimously.

*President:*

*Secretary:*

**MOTIONS MADE AND PASSED:**

- To waive the reading of the March LTP Special Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Walson; unanimous.*
- To accept the March LTP Special Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To waive the reading of the March Minutes. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To accept the March Minutes as amended. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*
- To approve financials. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*
- To proceed with Septic Engineer. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous*