

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 September 27, 2017

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, Kelley Lehman

Excused Absences: Ron Walton, Paul Pettit — Secretary

Fire Department Members: Emery Carson — Chief, Tom Henery — Member

Fire Marshall: Randy Rudloff

Non-Members: Anita Fritz — Bookkeeper, Dixie Miller and Karen Nelson — Recording Secretary

Community Members: Debra Swearington, *Canyon Courier*

MEETING CALLED TO ORDER AT: 19:03 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Kellar called for introductions around the table.

AUGUST MINUTES:

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

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

TREASURER'S REPORT:

Monthly Financial Reports

District expenses are at 49% as of the end of August. Conversation occurred regarding several accounts that are already at or near annual budgeted amounts, including Meals/Food Expense (account #5155), Computer Repair (account #5220), Miscellaneous Professional Fees (account #5750), Dry Cleaning Expense (account #6011), Physicals and

Immunizations (account #6025), EMS Supplies (account #6045), Apparatus Repair and Maintenance (account #6320) and Communication Expense (account #6400).

Minimal conversation occurred regarding the monthly checks and credit card expenses.

Mr. Rosenberg made a *motion* to approve checks #13188-13208, plus automated payments, credit card expenses, and bank fees. Ms. Lehman seconded the motion, which passed unanimously.

Budget for 2018

The 2018 budget was presented and will be discussed in the November meeting. There was discussion of increasing professional development, communication expenses due to JCMARS project, and reducing ATV and apparatus expenses by use of grant funds.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Mr. Rudloff distributed a letter sent to Mr. Paul George, Owner, Sit-in-Bull about an annual inspection of the kitchen hood system continues to not meet the UL 300 Standards, originally identified on 12/2/2013. Mr. George has 90 days to resolve issue.

Also, after inspection of the Indian Hills Water Department, several water heater locations do not have proper ventilation. This issue is currently being resolved and will have another inspection on 10/3/2017.

Discussion about status of remote gates and issues getting access codes to work.

Fire Prevention day at Parmalee Elementary the first week of October, poster contest of "Think Twice, Put It Out".

Chief — Emery Carson

Mr. Carson let the group know he will be attending the Colorado State Fire Chiefs conference October 10th – 13th in Keystone.

Mr. Carson provided documents pertaining to the JEFFCOM meeting this month and the probable increase in costs of dispatching services.

Mr. Carson shared the yearly renewal insurance policy with First Fire Services starting 10/1/2017.

Mr. Carson shared a letter of a new resident, Michael T. Jewell, of Indian Hills who has offered pro bono attorney services to the IHFPD, but only non-litigation matters.

Mr. Carson concluded his report by summarizing the calls for the month, which total 18 to date and 247 year to date.

Assistant Chief — Marc Rosenberg

Mr. Rosenberg said that he had nothing to share.

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

Fire Trucks Lawsuit

It was discussed that we would not pursue at this time due to other departments not being able to successfully litigate.

NEW BUSINESS:

Credit Card for Dixie

A new one is ordered and will have to cancel Karen Nelson's at the same time.

FPPA Portal Authorization Form

Ms. Karen Nelson provided the form and instructed the board members on where to sign the document that is due by October 31st.

Long-Term Planning (Capital Assets/Apparatus)

Tabled until next meeting.

SDA Conference Report Out

Was a good conference and suggested that new board members attend next time.

ADJOURNED AT: 20:42

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the August Minutes. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To accept the August Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To approve checks #13188-13208, plus automated payments, credit card expenses, and bank fees. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*