

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, November 30, 2016

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 (via phone conferencing)

Fire Department Members: Emery Carson — Chief

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

Community Member: Deborah Swearington, *Canyon Courier*

MEETING CALLED TO ORDER AT: 19:00 Hrs.

OCTOBER MINUTES:

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

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

TREASURER'S REPORT:

Monthly Financial Reports

District expenses are at 64% as of the end of October. Regarding the Executive Summary, discussion occurred regarding the necessity of keeping the Wells Fargo savings account since the yield is so minimal. A suggestion was made to instead move the balance to the ColoTrust savings account. After conversation, it was agreed that Ms. Fritz would investigate if the account is required and, if so, if a minimum balance is necessary.

Mr. Rosenberg made a *motion* to approve checks #12978-13002, plus check #12929, which had been held, plus automated payments, credit card expenses, and bank fees. Mr. Pettit seconded the motion, which passed unanimously.

2017 Budget Hearing

A draft of the 2017 District budget was reviewed. After discussion, one change was made:

- Account #5170 (Assoc. Dues & Subscriptions): Increased from \$1,000 to \$1,500

Audit Exemption

Discussion occurred regarding whether the Board wanted to retain the auditing firm used the previous year for 2017's audit exemption. Ms. Fritz advised staying with Mark, James & Associates. The Board agreed, but advised that it wanted the auditor to come to a Board meeting after the exemption to summarize findings. Mr. Kellar also suggested that the auditor could review the District's financial policies. It was agreed that Mr. Rosenberg would contact the firm, and Mr. Kellar would sign the engagement letter.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present. Mr. Carson noted that Geneva Glen camp had installed a new kitchen hood. He also said that Sit-n-Bull also needs the same. Additionally, Mr. Carson shared that the church property across the street from the station has a contract on it and is due to close in mid-December.

Chief — Emery Carson

Mr. Carson distributed a report and began by stating that the Department has two new members: Angie Sowa, who wants to be an EMT, and Ryan Mazer, who is a Denver firefighter. In additional personnel news, Mr. Carson said that Mr. Ratke has resigned from the Department.

Next, Mr. Carson distributed an updated AD&D quote, which includes coverage for four Boots auxiliary members. After discussion, it was agreed that requirements for Boots members to be granted coverage are too nebulous at this point.

Mr. Carson also shared news that the FPPA Statewide Death and Disability Plan contribution rate is increasing from 2.6% to 2.7%. Conversation ensued whereby it was agreed that the District would pay for the increase.

Mr. Carson concluded his report by stating that the Department has decided not to purchase bullet-proof vests and by summarizing the calls for the month, which total 18 to date and 260 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.

ADJOURNED AT: 19:55

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the October Minutes. *Motion made by Mr. Pettit; seconded by Ms. Lehman; unanimous.*
- To accept the October Minutes as written. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To approve checks #12978-13002, plus check #12929, which had been held, plus automated payments, credit card expenses, and bank fees. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*