

# INDIAN HILLS FIRE PROTECTION DISTRICT

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## **BOARD MEETING MINUTES**

Wednesday, February 27, 2019

*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.*

### **ATTENDEES:**

***Fire Protection District Board Members:*** Scott Kellar — President, Marc Rosenberg - Treasurer (absent), Kelley Lehman (absent), Chris Vigil, Paul Pettit – Secretary

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

***Non-Members:*** Angel Dee Manning— Recording Secretary, Anita Fritz—Bookkeeper

***Community Members:*** Chris Arnold, Steve Hosie

### **MEETING CALLED TO ORDER AT: 19:07 Hrs.**

### **INTRODUCTIONS:**

President Scott Kellar waived the call for introductions around the table.

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

Scott Kellar called for any additions or suggested changes to the current agenda.

### **PUBLIC COMMENTS:**

Chris Arnold questioned about fire flow testing. President Kellar answered that we owe language for the IGA to accommodate if there is a stress on the system. Chief Carson stated that we test one hydrant every year. Mr. Arnold thanked the district for language changes. Mr. Arnold stated the district has severe shortage of hydrants in the valley, the district has to determine placement and it is the sole duty of district to do so. Paul suggested going for the densest areas first.

Steve Hosie questioned why the district omitted things from urban interface code. Mr. Kellar thanked him and said it would be addressed at the hearing. Mr. Hosie then brought attention to will-serve letters from the Fire Marshall. President Kellar replied that again the public hearing will address questions such as this and thanked him for his concern.

### **PREVIOUS MONTHLY MINUTES:**

Paul Pettit made a *motion* to waive the reading of the January 2019 Meeting Minutes, which was seconded by Chris Vigil and passed unanimously.

Paul Pettit made a *motion* to accept the January 2019 Meeting Minutes as amended. Chris Vigil seconded the motion, which passed unanimously.

**TREASURER'S REPORT:**

***Monthly Financial Reports***

Mr. Kellar asked Anita Fritz to walk through the financials in Marc Rosenberg's absence.

Anita Fritz pointed out that the savings account is gaining about \$1,315 a month.

After reviewing the financials for period ending January 31, 2019, Paul Pettit made a *motion* to approve checks #13532-13554, plus automated payments, credit card expenses, and bank fees. Chris Vigil seconded the motion, which passed unanimously.

**DEPARTMENT/OFFICERS' REPORTS:**

***District Updates***

***Fire Marshall — Randy Rudloff***

Not Present.

***Chief's Report***

***Chief — Emery Carson***

Chief Carson presented his report to the board. He stated the Ward diesel filter will be here late week to install new exhaust filters. He stated that we applied for the EMTS Grant for a new Medic, Local Firefighter Safety & Disease Prevention Grant Turnout Gear, and Volunteer Fire Assistance Grant for Wildland Gear were completed.

He then stated there will be two Community Wildfire presentations at the Community Center on Saturday, March 2 at 9:00 and Monday, March 11 at 19:00. He said 341 fuel pump was replaced and is back in service with the cost at \$5,794.

Chief Carson then stated the water district is still looking for leaks in the system. With recent snow the upper wills are pumping more water.

Chief Carson stated the call total for February being: 7 Medicals, 4 MVA's, 1 CO alarm, 1 lockout, 1 false alarm, 6 cancel en route, 1 smoke check totaling 21 for February and 49 total for the year.

Chief Carson then gave a year end summary for 2018:

Personnel – Dee Manning hired as office manager in July.

EMS – Between Create Grant and the 5K Boots Celebration account we were able to send 10 members to the EMSAC Conference in Keystone. 2 paramedics, 1 advanced, and 7 EMT's.

Wildland – 9 members were red carded and we made \$2,000 for four days of helping burn slash piles.

Fire Prevention – Geneva Glen Camp and Sit-n-Bull Saloon upgraded their kitchen hood and fire alarm systems. Saint Anne’s did a complete remodel, addition, and completely new fire alarm system.

Ambulance Billing Collections – The Chief distributed a detailed graph of the Annual Collection Statistics including, but not limited to, charges and payments, disallowed, uncollected and pending percentages for the year 2018.

Grants – The District received a grant from EMTS and ATV and EMS trailer and it is available for calls.

***Officers’ Reports***

***Assistant Chief — Marc Rosenberg***

***Fire Captain — Scott Case***

Not present.

***EMS Captain — Bob Fager***

Not present.

**OLD BUSINESS:**

***Septic and Engineering Project Updates***

Mr. Kellar reported in Mr. Rosenberg’s absence that the soil testing would resume when the ground thawed enough and moving the light pole is planned for the week of March 18<sup>th</sup>.

***Ambulance Purchase and Grant Process***

The application for the grant has been submitted and will find out if we are awarded in June or July.

***Water District IGA Status Update***

Mr. Kellar says he will have the draft for the next water board meeting.

***Potential Fire Code Hearing / Discussion Date Selection***

Date moved to April 24, 2019, the same day as the board meeting.

**NEW BUSINESS:**

***Public Comments and Records Retention***

Mr. Kellar referred to the Public Comment Policy (that was previously distributed as a draft at the last board meeting for review for adoption at this meeting) as Resolution 2019-1. He stated it was sent by our attorney and similar to the Indian Hills Water District’s Public Comment Policy.

Chris Vigil made the *motion* to accept the Public Comment Policy. Paul Pettit seconded the motion. Mr. Kellar asked for discussion and the motion passed unanimously.

***Accounting Firm for Audit***

Accounting Firm for audit will costs \$7,500

***District Fire Marshal Appointment***

The Resolution appointing the Fire Marshal for the Indian Hills Fire Protection District was presented to the board. Paul Pettit made the *motion* to appoint Randy Rudloff as the District Fire Marshal. Chris Vigil seconded the motion, which passed unanimously.

**ADJOURNED AT: 20:44**

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

*President:*

*Secretary:*

**MOTIONS MADE AND PASSED:**

- To waive the reading of the January Meeting Minutes. *Motion made by Paul Pettit; seconded by Chris Vigil; unanimous.*
- To accept the January Minutes as amended. *Motion made by Paul Pettit; seconded by Chris Vigil; unanimous.*
- To approve financials. *Motion made by Paul Pettit; seconded by Chris Vigil; unanimous.*
- To accept the Public Comment Policy. *Motion made by Chris Vigil; seconded by Paul Pettit; unanimous*
- To appoint Fire Marshal. *Motion made by Paul Pettit; seconded by Chris Vigil; unanimous.*
- To adjourn the meeting. *Motion made by Paul Pettit; seconded by Chris Vigil; unanimous.*