

# 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 May 30, 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, Chris Vigil

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

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

***Community Members:*** Steve Hosie

**MEETING CALLED TO ORDER AT:** 19:03 Hrs.

### INTRODUCTIONS:

Mr. Kellar called for introductions around the table.

### APPROVAL OF THE AGENDA:

Mr. Kellar called for any additions to the current agenda. Mr. Rosenberg added water meter purchase.

### NEWLY ELECTED BOARD MEMBER OATHS:

Mr. Kellar completed the task of oaths and the signing of the elected board member documents. The board welcomed Chris Vigil as the newest board member. Then congratulated Marc Rosenberg and Kelley Lehman for their renewed election. All then thanked Ron Walton for his years on the board.

### PREVIOUS MONTHLY MINUTES:

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

Mr. Rosenberg made a *motion* to accept the April Pension Meeting Minutes as amended. Mr. Vigil seconded the motion, which passed unanimously.

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

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

## **TREASURER'S REPORT:**

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

- Truck lease outstanding balance of \$16,561.45 with about three payments left.
- Have large amount in account for expenses, \$656,441.79. It would be smart to put somewhere to get better rate of interest earned. Will talk to Colorado Trust who specialize in government.
- District expenses are at 28% as of the end of March.
  - Station Maintenance and Repairs at 44% due to backflow valves purchased.
  - Office Supplies at 80% of budget, need to watch as year progresses.
  - Election Expense is over \$5182.80 of the budgeted amount, need to find line items to cover expense.
  - Auditing expense exceeded budget by 13% due to the \$125 over for audit assistance with communication grant.
  - Fire Equipment at 55% for hand mics and ear piece for BK radios.
  - Communication supplies at 69% due to purchase of 8BK batteries.
- Need to find how to report invoice for billing company for ambulance. So it is not inside of the collections total.
- Scott will check on why so many ballots were printed for the election, had less than 200 voters.
- Jeffcom 911 of \$1386.75 will be paid quarterly, our first quarter payment has been paid.

Mr. Pettit made a *motion* to approve checks #13355-13382, plus automated payments, credit card expenses, and bank fees. Ms. Lehman seconded the motion, which passed unanimously.

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

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

Mr. Rudloff and all other Fire Marshals in Jefferson County reported that the process of reviewing adoptions of the fire code for 2018 going well, 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 as of June 1<sup>st</sup> the ISO rating went from 6 to 5, which is a better score.

Chief Carson will be attending the SDA workshop on Thursday June 7<sup>th</sup> in Evergreen. Also, all members need to start thinking about attending the SDA conference in Keystone September 12-14<sup>th</sup>.

Chief Carson also stated that Ray Vogler is retiring and moving to Laos. Also, Dixie Miller has resigned as office manager for personal reasons.

Total calls for April so far have been 25 with the year of 2018 total so far of 107.

***Assistant Chief — Marc Rosenberg***

Present.

***Fire Captain — Scott Case***

Not present.

***EMS Captain — Bob Fager***

Not present.

**OLD BUSINESS:**

***Election Update***

The election is completed, and oaths are done. Ms. Miller will update the DOLA and SDA websites, IHFPD website, and notify the attorneys of the changes.

***Septic and Engineering***

Contract has been signed with Drew Schneider. We have multiple leech fields so not sure if we have to have high level treatment, working with Jefferson County Public Health.

***Review Resolution of Sprinkler System***

Mr. Hosie asked why the size limit of 1500 square feet, Mr. Rudloff said he was using the 2015 national fire code. The group discussed removing the size and have this pertain to all new homes or extensive remodels. Mr. Hosie suggested that the public needs to be aware of this change. Also, it was discussed the reasoning is that the fire hydrants are outdated with the size of pipe so the pressure is not strong enough. Thus, putting the community at risk of a wildfire from a house fire.

Mr. Kellar suggested that the wording be cleaned up and sent to attorney to review. Mr. Kellar also tabled the issue for now.

**NEW BUSINESS:**

***Water Meter Purchase***

Mr. Rosenberg stated that Denver Water is providing us with a rebuilt meter. It will be \$250 with installation of \$100 and should be under station improvements. Mr. Kellar made a motion to amend the budget to include this item in station improvements, Mr. Pettit seconded. A motion was made to not exceed \$500 by Mr. Rosenberg and seconded by Mr. Pettit.

**FUTURE BUSINESS:**

***Hydrants***

***Long Term Planning Meeting***

***Colorado Trust***

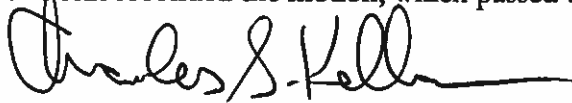
***Offices of Board***

**PUBLIC COMMENT:**

**ADJOURNED AT: 20:19**

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 April Pension Minutes. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To accept the April Pension Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Mr. Vigil; unanimous.*
- To waive the reading of the April Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Vigil; unanimous.*
- To accept the April Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Mr. Vigil; unanimous.*
- To approve financials. *Motion made by Mr. Pettit; seconded by Ms. Lehman; unanimous.*
- To include water meter in station improvements. *Motion made by Mr. Kellar; seconded by Mr. Pettit; unanimous*
- To not be above \$500 in expense for the water meter. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous*