

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 October 25, 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, Paul Pettit — Secretary, Kelley Lehman, Ron Walton

Excused Absences: Marc Rosenberg - Treasurer

Fire Department Members: Emery Carson — Chief

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

Community Members: Debra Swearington, *Canyon Courier*

MEETING CALLED TO ORDER AT: 19:02 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Kellar called for introductions around the table.

AUGUST MINUTES:

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

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

TREASURER'S REPORT:

Monthly Financial Reports

District expenses are at 58% as of the end of September. 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. In the memo for Keystone Lodge the EMSAC should be SDA.

Mr. Pettit made a *motion* to approve checks #13209-13224, 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 finalized in the November meeting. There was discussion of reducing 5255 (General Ins/Board Member Bond) to \$100, is 5310 (election expense) high enough, increases in 6400 (communication) especially 6415 (radio replacement) and 6421 which will be Jeffcom costs which are unknown at this time. Lots of discussion about replacement budgeted in 2017 for replacement of ATV, chief looking at getting grant money to help pay for it but that will be in 2018, so want to move the 5,000 from 2017 to 2018 so a 10,000 budget line for a replacement.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present.

Chief — Emery Carson

Mr. Carson shared the PUC approved E 911 phone rate for JCECA from .70 to \$1.15 in January.

Mr. Carson provided the latest JEFFCOM rates, but not final.

Mr. Carson updated that the UPS and Microwave equipment install at Mt. Lindo for a single channel dispatch has a completion date early 2018. Mr. Kellar wants to reach out to K&S for a quote.

Mr. Carson shared that Lt. Fassula scraped a car on the October 13th call with his POV and was provided an estimate of the repair. Discussion resulted in paying the collision center once the work is complete. Mr. Carson will discuss with the collision center. For future issues of this nature the board agreed that if a member is in their own personal vehicle but are on duty we will cover it.

Mr. Carson concluded his report by summarizing the calls for the month, which total 11 to date and 260 year to date.

Assistant Chief — Marc Rosenberg

Not present.

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

Jeffcom User Agreement Review

Mr. Carson shared that since several stations use the same lawyer that only one will submit the agreement for review and share the cost.

NEW BUSINESS:

Long-Term Planning (Capital Assets/Apparatus)

Mr. Carson provided a station improvement and equipment replacement schedule. Engine 349 needs replacement by 2019, looking for a used vehicle around \$60,000. The building needs to have updates, siding needs replaced. Mr. Kellar suggested to use mileage as an indicator of the replacement logic. Utility 359 in 2020 is estimated for replacement.

ADJOURNED AT: 20:10

There being no more business to discuss, Mr. Pettit 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 September Minutes. *Motion made by Ms. Lehman; seconded by Mr. Pettit; unanimous.*
- To accept the September Minutes as amended. *Motion made by Ms. Lehman; seconded by Mr. Pettit; unanimous.*
- To approve checks #13209-13224, plus automated payments, credit card expenses, and bank fees. *Motion made by Ms. Lehman; seconded by Mr. Pettit; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Pettit; seconded by Ms. Lehman; unanimous.*