

# INDIAN HILLS FIRE PROTECTION DISTRICT

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## **BOARD MEETING MINUTES**

**Wednesday December 13, 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, Ron Walton

***Excused Absences:*** , Paul Pettit — Secretary

***Fire Department Members:*** Emery Carson — Chief, Robin Casanova

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

***Community Members:***

**MEETING CALLED TO ORDER AT: 19:06 Hrs.**

### **INTRODUCTIONS AND ANNOUNCEMENTS:**

Mr. Kellar called for introductions around the table.

### **PREVIOUS MONTHLY MINUTES:**

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

Mr. Rosenberg made a *motion* to accept the November Minutes as amended. Mr. Walton seconded the motion, which passed unanimously.

### **TREASURER'S REPORT:**

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

District expenses are at 68% as of the end of November. Conversation occurred regarding several accounts that are already at or near annual budgeted amounts, including Computer Repair (account #5220), Fire Marshall expense (account#5740), Miscellaneous Professional Fees (account #5750), Dry Cleaning Expense (account #6011), EMS Supplies (account #6045), Fuel & Apparatus Repair and Maintenance (account #6310&6320) and Communication Expense (account #6400).

Ambulance income is above expected for the year. Minimal conversation occurred regarding the monthly checks and credit card expenses.

Mr. Rosenberg made a *motion* to approve checks #13238-13261, plus automated payments, credit card expenses, and bank fees. Mr. Walton seconded the motion, which passed unanimously..

**DEPARTMENT/OFFICERS' REPORTS:**

***Fire Marshal — Randy Rudloff***

Not present.

***Chief — Emery Carson***

Mr. Carson stated the ISO review is complete and will have final results by end of January 2018, we will retain our rating of 6.

Mr. Carson discussed the progress of the single channel system at Lookout Mtn. The tower is in place but still needs microwave dishes mounted, wiring and equipment installed. All work should be completed by January 2018.

JCMARS agreement is almost complete, Mr. Carson stated that the Chiefs will meet in January to finalize.

Mr. Carson stated that Sitting Bull has made progress on replacement hood but falling behind to meet date at end of 2017. Discussed a possible fine per day for next meeting.

Mr. Carson stated that there are over 300 calls for the year.

***Assistant Chief — Marc Rosenberg***

Present.

***Fire Captain — Scott Case***

Not present.

***EMS Captain — Bob Fager***

Not present.

**OLD BUSINESS:**

***Jeffcom User Agreement Review***

Mr. Carson shared the agreement. Mr. Rosenberg made a motion to sign the agreement and Mr. Walton seconded, which passed unanimously.

***Long-Term Planning (Capital Assets/Apparatus)***

Tabled until next meeting.

***2017 Audit***

Anita sent paperwork for exemption, estimate of \$1,000. Mr. Kellar signed agreement.

***2018 Budget Hearing***

Mr. Kellar read the Resolution 1 and Resolution 2. Mr. Rosenberg made a motion to accept the Resolutions and 2018 budget, Mr. Walton seconded, which passed unanimously. The mill budget needs turned in by January 15<sup>th</sup> and January 31<sup>st</sup> to state.

***JCMARS User Agreement.***

Table until next meeting.

**NEW BUSINESS:**

***State Matching Funds Contribution (December)***

State matching funds are due in December, Anita will get the funds sent to the FFPA. Mr. Rosenberg made a motion to apply the funds and Mr. Walton seconded, which passed unanimously.

***2018 Meeting Calendar***

Mr. Carson brought dates to the meeting for 2018 board meetings. Mr. Rosenberg made a motion to accept the dates and Mr. Walton seconded, which passed unanimously.

***Ambulance Billing***

Ms. Miller brought up that all the surrounding fire departments are using services for ambulance billing. She asked if it can be investigated for our department to do the same for billing is a complex job and harder each year to get each bill right for all the different rules. It was agreed to meet with Evergreen Fire to discuss what they have done.

**ADJOURNED AT: 20:16**

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

*President:*

*Secretary:*

**MOTIONS MADE AND PASSED:**

- To waive the reading of the November Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To accept the October Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To approve *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous*