

# INDIAN HILLS FIRE PROTECTION DISTRICT

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## **BOARD MEETING MINUTES**

**Wednesday, November 16, 2022**

*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, Chris Vigil – Secretary, Marc Rosenberg -Treasurer, Scott Ryplewski, Kelley Lehman(*excused absence*)

**Fire Department Members:** Mark Forgy – Chief, Kylar Hayden, Mayra Walters

**Non-Members:** Anita Fritz – District Accountant, Angel Dee Manning - Recording Secretary

**Other Attendees:** None

### **MEETING CALLED TO ORDER: 19:09**

The meeting was called to order by President Scott Kellar at 19:09 hours.

### **INTRODUCTIONS:**

President Kellar welcomed everyone to the meeting.

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

President Kellar called for any additions or suggested changes and there were none.

### **PUBLIC COMMENTS:**

There were no public comments.

### **PREVIOUS MINUTES:**

After review, Director Scott Ryplewski made a *motion* to waive the reading of the October 2022 Meeting Minutes, which was seconded by Secretary Chris Vigil and passed unanimously.

Treasurer Marc Rosenberg made a *motion* to accept the October Minutes as amended. Director Ryplewski seconded the motion, which passed unanimously.

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

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

Director Rosenberg reviewed the financial report with the board. After reviewing, Director Vigil made a *motion* to approve checks #14502-14513, plus automated payments, credit card expenses, and bank fees. Director Ryplewski seconded the motion, which passed unanimously.

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

#### ***District Updates – Fire Marshal***

Chief Forgy reviewed the Fire Marshal Services Activity Report with the board for September 24 – November 16 which included research, emails and Jeffco letters for deck rebuilds, subdivisions,

additions, and a culvert for properties in the district and an existing building inspection for the Indian Hills Community Center. The invoice for these services will be placed in line for payment.

### ***Chief's Report***

#### **Chief — Mark Forgy**

The chief reported to the board that Ember Alliance has completed a draft of sections one and two of the CWPP and review will begin next week. He then reported on a few larger purchases last month that included replacing airbags, buying a new thermal imaging camera for engine 342, upgrades to PPE, and continuation to improve PPE by purchasing new gear this month for several firefighters and EMS folks. Chief Forgy reported that during the pump test on 342, a problem with the Transfer Valve was discovered. Evan is going to try to break it loose, but failing that, to replace it will likely require a shop in Loveland or Longmont that can remove the body for access. The truck is still usable; however, it's limited on how many gallons per minute it can put out right now. Chief then stated that he completed his rides with Falck and is awaiting approval to take the national registry test. Calls for November: 1-MVA, 1-Medical, 1-Service Call, 1-CO Alarm, totaling four (4) for November to date and 150 year-to-date total.

### ***Officers' Reports***

#### **Assistant Chief — Marc Rosenberg**

Assistant Chief Rosenberg inquired about the awards banquet. Chief Forgy stated the date for the banquet is January 21, 2023, and Director Ryplewski commented on bids for food and table rentals to be presented at the December meeting.

#### **Fire Captain — Mike Fassula**

Not present.

#### **EMS Captain — Bob Fager**

Not present.

### **OLD BUSINESS:**

#### ***Family Medical Leave Insurance (FAMLI) Program Enrollment***

Director Rosenberg made the *motion* to opt out of the Family Medical Leave Insurance Program Enrollment. Director Vigil seconded the motion which passed unanimously. President Kellar will email the executed Resolution for district filing.

#### ***CWPP Updates & Activity Timeline***

Previously covered in Chief's report. The chief will be sending the rough-rough draft to the board once he receives for a peek at progress and input, then the rough draft to the public in January for review and feedback and finalize in February.

### **NEW BUSINESS:**

#### ***Transparency Notice***

Transparency Notice is due by January 31<sup>st</sup> with the 60-day window starting today.

### **OTHER BUSINESS:**

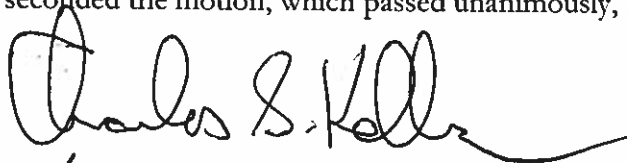
President Kellar will draft a policy for stipend awards for outstanding service for the board to review at the next meeting. He also would like to start working on the Chief 360 Evaluation to utilize Survey Monkey before the agreement ends. President Kellar will also have a quote for DEO service

for the upcoming election to present at the December meeting. It was also decided to add the draft 2023 board meeting schedule to the December meeting agenda for approval. A brief discussion then ensued regarding audit exemption.

**ADJOURNED: 20:06**

Director Rosenberg made the *motion* to adjourn the November 2022 IHFPD Board Meeting and Director Vigil seconded the motion, which passed unanimously, and the board meeting adjourned at 20:06.

**President:**



**Secretary:**



**MOTIONS MADE AND PASSED:**

- To waive the reading of the October 2022 Meeting Minutes. Motion made by Scott Rypkowski; seconded by Chris Vigil; unanimous.
- To accept the October 2022 Minutes with changes. Motion made by Marc Rosenberg; seconded by Scott Rypkowski; unanimous.
- To approve financials. Motion made by Chris Vigil; seconded by Scott Rypkowski; unanimous.
- To opt out of the FAMLI Program. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To adjourn the meeting. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.