

INDIAN HILLS FIRE PROTECTION DISTRICT

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BOARD MEETING MINUTES

Wednesday, December 9, 2020

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 *(tele-conference):*

Fire Protection District Board Members: Scott Kellar — President, Marc Rosenberg -Treasurer, Chris Vigil – Secretary, Scott Ryplewski, Kelley Lehman

Fire Department Members: Mark Forgy — Chief,

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

Community Members: Bill Thaemert

MEETING CALLED TO ORDER: 19:27

The meeting was called to order by President Scott Kellar at 19:07 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 neither.

PUBLIC COMMENTS:

There were no public comments.

PREVIOUS MINUTES:

Secretary Marc Rosenberg made a *motion* to waive the reading of the November 18, 2020 Meeting Minutes, which was seconded by Secretary Chris Vigil and passed unanimously.

Director Rosenberg made a *motion* to accept the November 18, 2020 Meeting Minutes as amended. Director Lehman seconded the motion, which passed unanimously.

Director Vigil made a *motion* to waive the reading of the November 18, 2020 Budget Meeting Minutes, which was seconded by Director Lehman and passed unanimously.

Director Rosenberg made a *motion* to accept the November 18, 2020 Budget Meeting Minutes as presented. Director Lehman seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Monthly Financial Reports

Director Marc Rosenberg reviewed the financials with the Board.

After reviewing the financials for period ending November 30, 2020, Director Vigil made a *motion* to approve October checks #14017-14037 plus automated payments, credit card expenses, bank fees. Director Lehman seconded the motion, which passed unanimously.

Due to early December meeting, it was decided to have an interim payment of expenses before the January meeting. Anita Fritz will email the board for approval of payment for December expenses not included.

DEPARTMENT/OFFICERS' REPORTS:

District Updates – Fire Marshal

Chief Mark Forgy presented the Fire Marshal Services Activity Report to the board that included fire marshal service to two locations within the district pertaining to inspection/preplan and fire sprinkler plan review/permit. He then updated the board on First Due Sizeup preplans and stated the test cases are working well. Preplans continue to evolve as more data is collected.

Chief's Report

Chief — Mark Forgy

Chief Forgy began his report by stating how well the station looks with the new siding and a discussion ensued about painting the garage doors red. He stated Amy Freeman and Adam Morrow completed the Evergreen Fire Academy and passed both of their JPR's. He then mentioned that the state has delayed the written test until February due to COVID-19 restrictions. Both Amy and Adam will be resuming the Academy for Hazmat in February. He reported that SVI scheduled 341 for late April, however if their schedule opens, possibly February. Chief Forgy told the board that CMS reporting for Medicare/Medicaid cost analysis is delayed until 2022. He reminded the board that the Wakefield contract needs finalizing so we can submit uncollectible accounts. The Chief then mentioned that we received the COVID grant distribution of \$13,088.09 with more requests in the works. He stated he is still working on a draft for the Reserve Member status. Chief Forgy reported that the district will be receiving \$37,634.68 for the Cameron Peak and Pine Gulch fires and noted that the district made \$21,059.68 for the equipment use from these two fires alone. Chief then reviewed the lighting quotes for the station that included 3 companies of which two have already submitted bids. He closed his report with the November call report: 2 smoke checks, 1 down power line, 6 MVA's, 2 medicals, and 1 lift assist. Total of 12 calls for November with 168 calls for the year to date.

Director Vigil made the *motion* to approve new lighting for the station, not to exceed \$9,500. Director Rosenberg seconded the motion, which passed unanimously.

Officers' Reports

Assistant Chief — Marc Rosenberg

Marc Rosenberg reported on 341 leaking water.

Fire Captain — Mike Fassula

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

COVID Disaster Emergency Declaration

President Kellar stated that the Emergency Declaration is still in effect until the board decides to lift it. Mr. Kellar advised that action is needed to lift the declaration. It was decided to leave the declaration in place for another 30 days with no modifications and revisit at next month's board meeting.

Creating Member Reserve Status

Chief is working on the draft to send to legal (previously covered in Chief's report).

Disposal of Utility 366 and Ambulance 385

Station Lighting

Previously covered in Chief's report.

Upcoming Board Meeting Dates

The board will review and approve the 2021 board meeting dates at the January 27, 2021 Board of Directors meeting.

NEW BUSINESS:

2020 Budget Adoption

The board reviewed the budget making final budget line updates. Director Rosenberg made the *motion* to approve the 2021 budget as amended. Director Vigil seconded the motion, which passed unanimously.

President Scott Kellar read aloud the 2020-2 Resolution to Set Mill Levies. Director Rosenberg made the *motion* to accept the Resolution as presented. Director Lehman seconded the motion, which passed unanimously. A copy of the 2020-2 Resolution is attached to and made part of these permanent minutes.

President Kellar read aloud the Resolution 2020-3 A Combined Resolution Concerning the Adoption of a Budget and Appropriation of Funds for Fiscal Year 2021. Director Ryplewski made the *motion* to accept the Resolution as written. Director Vigil seconded the motion, which passed unanimously. A copy of the 2020-3 Resolution is attached to and made part of these permanent minutes.

Auditor Appointment

After brief discussion, Director Rosenberg made the *motion* to accept and approve the audit exemption with Marc, James & Assoc, PC and the \$1,300 associated cost, Director Lehman seconded the motion, which passed unanimously.

CMS Cost Reporting Analysis 2022

Previously covered in Chief's report.

ADJOURNED: 20:24

Director Rosenberg made the *motion* to adjourn the December board meeting and Director Lehman seconded the motion, which passed unanimously, and the board meeting adjourned at 20:12.

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the November 2020 Meeting Minutes. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To accept the November 2020 Minutes as presented. Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.
- To waive the reading of the November 2020 Budget Meeting Minutes. Motion made by Chris Vigil; seconded by Kelley Lehman; unanimous.
- To accept the November 2020 Minutes as presented. Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.
- To approve financials. Motion made by Chris Vigil; seconded by Kelley Lehman; unanimous.
- To approve purchase for new station lighting. Motion made by Chris Vigil; seconded by Marc Rosenberg; unanimous.
- To approve the 2021 budget. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To accept the 2020-2 Resolution to set mill levies. Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.
- To accept the 2020-3 Resolution to adopt budget. Motion made by Scott Ryplewski; seconded by Chris Vigil; unanimous.
- To accept and approve the audit exemption. Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.
- To adjourn the meeting. Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.