

# INDIAN HILLS FIRE PROTECTION DISTRICT

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## **BOARD MEETING MINUTES**

Wednesday, August 24, 2016

*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; Ron Walton; Kelley Lehman

***Fire Department Members:*** Emery Carson — Chief; Tom Henery — Probationary Member

***Non-Members:*** Anita Fritz — Bookkeeper; Karen Nelson — Recording Secretary

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

### **JULY MINUTES:**

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

Mr. Walton made a *motion* to accept the July Minutes as written. Ms. Lehman seconded the motion, which passed unanimously.

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

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

District expenses are at 41% as of the end of July. Minimal conversation occurred regarding the financial reports except to note that account #6090 (Fire Training Expenses) should be complete for the year and to change the account that expenses for the new CPR mannequin are allocated to.

Mr. Walton made a *motion* to approve checks #12907-12921, plus automated payments, credit card expenses, and bank fees. Ms. Lehman seconded the motion, which passed unanimously.

[19:17: Mr. Pettit arrives.]

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

***Fire Marshal — Randy Rudloff***

Not present. No discussion.

***Chief — Emery Carson***

Mr. Carson distributed a report and began by stating that Mr. Pettit, Mr. Rosenberg, and he had all received scholarships to the SDA annual conference in September in Keystone that would cover the costs.

Next, Mr. Carson said that the Department will start dual response with Evergreen in the Meyers Gulch area the following Sunday. He distributed a handout showing the types of calls that will be run together. He also referenced a copy of the IGA for auto aid with seven area fire departments. Mr. Carson said that it has been reviewed by Evergreen's attorney. Mr. Kellar suggested that time was required to read and review it.

Regarding the Jeffcom consolidated dispatch project update, Mr. Carson reported that the system will not go live until January 2018, although he added that the cutover for employment will still be July 2017.

Mr. Carson concluded his report by announcing that the CPR mannequin acquired through the EMTS grant has arrived and summarized the calls for the month, which total 21 to date and 189 year to date.

*[19:35 Mr. Rosenberg arrives from a call.]*

***Assistant Chief — Marc Rosenberg***

Mr. Rosenberg stated that apparatus 341, 349, and 376 had all gone through pump tests and passed. He also mentioned concern regarding personal use of equipment on trucks. During a recent call, it was discovered that a chainsaw on apparatus 357 had an extremely dull blade and was out of gas. If equipment is to be used for personal reasons, it must be returned in proper condition, Mr. Rosenberg concluded.

***Fire Captain — Scott Case***

Not present.

***EMS Captain — Bob Fager***

Not present.

**OLD BUSINESS:**

***Auto Aid Agreement with Inter-Canyon***

Mr. Carson noted that he had reviewed the Inter-Canyon auto aid agreement with the new changes incorporated. After discussion, it was agreed that both the Inter-Canyon auto aid agreement and IGA for mountain area departments need to be sent to Lyons Gaddis for review. Mr. Kellar suggested that the Inter-Canyon agreement needs to be crosswalked with the mountain area IGA before moving forward.

***Jeffcom Update***

Mr. Carson shared that in addition to information provided in his Chief's Report about the date change of the system going live, Foothills Fire is on the fence regarding participation. He added that Foothills is also not named in the mountain area IGA.

**NEW BUSINESS:**

***2016 Revised Budget***

A copy of the 2016 budget was distributed for review with the goal of revising accounts on a line-by-line basis to more accurately reflect actual expenditures. After lengthy discussion, changes were made to some 20+ budget accounts to correct for variances. It was agreed that the revised budget would be posted and that paperwork for a budget hearing would be presented at the next month's Board meeting.

***Fire Marshal Fee Schedule***

Mr. Carson distributed a copy of the original fire marshal inspection fee schedule, which was adopted by a Board motion in September 2005. It was agreed that the current fee schedule is adequate and that no changes are required at this time.

***2017 Budget***

It was agreed that discussion about the first draft of the 2017 budget would occur at the next month's Board meeting.

***Additional Topics***

As an aside, Mr. Carson also committed to having drawings of the second phase of the station renovation project for the next month's Board meeting.

In addition, Mr. Walton filled Board members in on his work situation, which requires that he be out of town for long stretches. He explained that he will be moving at the first of September but anticipates being back for Board meetings for the near future.

**ADJOURNED AT: 20:46**

There being no more business to discuss, Mr. Pettit 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 July Minutes. *Motion made by Ms. Lehman; seconded by Mr. Walton; unanimous.*
- To accept the July Minutes as written. *Motion made by Mr. Walton; seconded by Ms. Lehman; unanimous.*
- To approve checks #12907-12921, plus automated payments, credit card expenses, and bank fees *Motion made by Mr. Walton; seconded by Ms. Lehman; unanimous.*

- To adjourn the meeting. *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*