

INDIAN HILLS FIRE PROTECTION DISTRICT

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Phone: 303-697-4568

BOARD MEETING MINUTES

Wednesday, December 14, 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

Fire Department Members: Emery Carson — Chief

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

Community Member: Deborah Swearington, *Canyon Courier*

Absent: Kelley Lehman (Excused)

MEETING CALLED TO ORDER AT: 19:25 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

The meeting started late as the Board was waiting for a quorum to arrive. Mr. Kellar stated that Ms. Lehman and Mr. Rosenberg would be absent, although Mr. Rosenberg arrived before the meeting's conclusion.

NOVEMBER MINUTES:

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

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

TREASURER'S REPORT:

Monthly Checks

Because only two weeks have elapsed since the last Board meeting, complete financial reports were not presented. The Monthly Checks were reviewed and conversation followed.

Mr. Pettit made a *motion* to approve checks #13003-13021. Mr. Walton seconded the motion, which passed unanimously.

2017 Budget Paperwork

Budget paperwork for 2017 was distributed for review.

Mr. Kellar began by reading Budget Message.

Mr. Kellar next read Resolution 2016-1: A Combined Resolution Concerning the Adoption of a Budget and Appropriation of Funds for Fiscal Year 2017.

Mr. Kellar made a *motion* to adopt Resolution 2016-1: A Combined Resolution Concerning the Adoption of a Budget and Appropriation of Funds for Fiscal Year 2017. Mr. Walton seconded the motion, which passed unanimously.

Mr. Kellar next read Resolution 2016-2: Resolution to Set Mill Levies.

Mr. Kellar made a *motion* to adopt Resolution 2016-2: Resolution to Set Mill Levies. Mr. Pettit seconded the motion, which passed unanimously.

It was agreed that Mr. Carson would deliver the signed version of Resolution 2016-2 to the County the following morning per statute.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present. Mr. Carson noted that the church property across the street from the station is due to close soon. He said that he and Mr. Rudloff shared with the potential owner some of the current fire code violations that will need to be addressed if the sale goes through.

Chief — Emery Carson

Mr. Carson distributed a report and began by stating that Mr. Fager has passed his hands-on practical and should complete his EMT-P certification by mid-January.

[19:55: Mr. Rosenberg arrives.]

Next, Mr. Carson stated that plans for a single channel dispatch system will not be completed until late 2017. He explained that lack of funding is the reason.

Mr. Carson also distributed revisions to the Employee Handbook that better clarify the role and requirements for non-responding members. As such, he proposed including non-responding members who meet such requirements in the District's AD&D coverage. The Board agreed as long as terminology matches in the Department By-Laws.

Mr. Carson concluded his report by summarizing the calls for the month, which total 6 to date and 266 year-to-date.

Assistant Chief — Marc Rosenberg

Mr. Rosenberg said that he had nothing to share.

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

Not present.

NEW BUSINESS:

Financial Advisor

Mr. Carson proposed engaging the services of a financial advisor to help the District with long-range planning and financial management issues. The Board advised bringing proposals to the next meeting to discuss.

ADJOURNED AT: 20:09

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the November Minutes. *Motion made by Mr. Walton; seconded by Mr. Pettit; unanimous.*
- To accept the November Minutes as written. *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*
- To approve checks #13003-13021. *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*
- To adopt Resolution 2016-1: A Combined Resolution Concerning the Adoption of a Budget and Appropriation of Funds for Fiscal Year 2017. *Motion made by Mr. Kellar; seconded by Mr. Walton; unanimous.*
- To adopt Resolution 2016-2: Resolution to Set Mill Levies. *Motion made by Mr. Kellar; seconded by Mr. Pettit; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*