

# INDIAN HILLS FIRE PROTECTION DISTRICT

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Phone: 303-697-4568

## **BOARD MEETING MINUTES**

Wednesday, June 26, 2019

*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, Marc Rosenberg - Treasurer, Kelley Lehman, Chris Vigil, Paul Pettit – Secretary

**Fire Department Members:** Emery Carson — Chief

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

**Community Members:** Debra Swearington – *Canyon Courier*, Craig Levy – Water District, Samantha Kepley – Water District, Marianna Kristoff – Water District, Chris Arnold

### **MEETING CALLED TO ORDER AT: 19:04 Hrs.**

### **INTRODUCTIONS:**

President Scott Kellar called for introductions around the table.

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

Scott Kellar called for any additions or suggested changes to the current agenda.

### **PUBLIC COMMENTS:**

Chris Arnold made a comment to the board about Section 24 with regards to land developments. Mr. Kellar generously welcomed Mr. Arnold to put his concerns in writing, preferably by email, and Mr. Kellar would gladly provide the information Mr. Arnold is seeking.

### **PREVIOUS MONTHLY MINUTES:**

Marc Rosenberg made a *motion* to waive the reading of the May 2019 Meeting Minutes, which was seconded by Paul Pettit and passed unanimously.

Marc Rosenberg made a *motion* to accept the May 2019 Meeting Minutes as amended. Paul Pettit seconded the motion, which passed unanimously.

### **SPECIAL MEETING MINUTES:**

Marc Rosenberg made a *motion* to waive the reading of the April 24, 2019 Special Meeting Minutes, which was seconded by Kelley Lehman and passed unanimously.

Paul Pettit made a *motion* to accept the April 3, 2019 Meeting Minutes as amended. Marc Rosenberg seconded the motion, which passed unanimously.

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

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

Treasurer, Marc Rosenberg, reviewed the financials with board.

After reviewing the financials for period ending May 31, 2019, Paul Pettit made a *motion* to approve April checks #13598-13615, and May checks #13616-13635, plus automated payments, credit card expenses, and bank fees. Marc Rosenberg seconded the motion, which passed unanimously.

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

#### ***District Updates***

##### ***Fire Marshall — Randy Rudloff***

Not Present.

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

##### ***Chief — Emery Carson***

Chief Carson presented his report for May and June to the board. He stated on Thursday, May 9, 2019 the second-round hearing for the EMTS Grant went very well and should know by the end of June if IHFR gets the grant. He then mentioned that the bidding on Type 3 Engine from West Metro will be at the end of July. Chief Carson stated the hose and ladder testing was done on June 11 and one 1 ¾", one 2 ½", and one 5" structure hoses were put out of service. He then reported to the board that we are supposed to know on Friday if we get the EMTS grant for the ambulance.

Chief Carson then reported the call total for May with 4 Medicals, 4 MVA's, 1 Smoke Check, 2 False Alarms, 1 Utility Line Down, 1 Laundry Room Fire, 1 Vehicle Overheated, 10 Cancel En Route totaling 23 for May and 113 for the year.

He followed with the call total for June with 2 Medicals, 2 MVA's, 1 Smoke Check, 3 False Alarms, 1 UTL, 1 Vehicle Fire, 1 NG Leak, and 3 Cancel En Route totaling 14 for June and 127 for the year to date.

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

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

Marc Rosenberg stated that the Type 3 Engine should go on July's meeting agenda and suggested doing research and possibly amend the budget. It was decided that Chief Carson, Director Rosenberg, Director Pettit and President Kellar would meet the second week of July after research had been done.

Mr. Rosenberg then reiterated the importance of purchasing the truck and stated that he really hoped we can get it.

Mr. Chris Vigil requested follow-up information on the radio issue – power and generator. Chief Carson stated we lost power 2 or 3 times within bad weather and Mr. Rosenberg said

we would cover the generator topic in the New Business section of the meeting to stay on point with the Agenda.

***Fire Captain — Scott Case***

Not present.

***EMS Captain — Bob Fager***

Not present.

**OLD BUSINESS:**

***Septic Project Update***

Marc Rosenberg reported that Pine Grove is expected to start in 3 weeks (around July 22) concluding there is a tentative start date, permits are pulled, and we are ready to go; however, a special meeting may be necessary to approve the contracted amount.

***Potential Fire Code Hearing***

The date of Wednesday, July 31, 2019 was chosen for the public hearing at the Indian Hills Community Center for an all fire informative meeting for the public. The content of the meeting will be a combination of Firewise preparedness and fire codes and a member from JeffCo notification system will be present to address the alerts and codes at all levels.

It was decided to print announcement on the IHIA July 3rd and 4th flyers and also use the Smoke Signals publication to spread the word to the public.

***Water District IGA Status Update***

Mr. Kellar referred to Samantha Kepley, President of the Water District Board, for update on changes to the IGA. Ms. Kepley stated that the Water District Board streamlined frequencies with no changes outside of paragraph 4. President Kellar reviewed with the board and it was decided to adopt the IGA with the changes presented. Marc Rosenberg made the motion to adopt the new IGA and relinquish the first version. Chris Vigil seconded the motion, which passed unanimously.

***Hardship Case Procedure***

After review of possible procedures presented, it was determined by the board that follow-up information was needed to make a decision on what would be best for handling hardship cases. The following information will be presented at the next board meeting: information on other EMS service providers handling of hardship cases and information on hospitals handling of hardship requests.

**NEW BUSINESS:**

***Parade Waiver***

A draft parade waiver for the participants in the Fourth of July parade was presented to the board and Mr. Kellar stated he would send to legal for approval.

***Mt. Lindo Generator***

Marc Rosenberg stated that we have permission to get correct infrastructure and Chief Carson will get quote for generator. Mr. Kellar asked what else is powered at the top of Lindo. It was stated with new generator, we provide power back to them (shed) for use of the property. Mr. Kellar recommended getting proper quotes and revisiting in 10 days.

***Transport Billing Notification Letter***

A draft Transport Billing Notification Letter was presented to the board for approval. It will be mailed to EMS transport patients to notify them of billing procedures for their transport. Marc Rosenberg made the motion to send the letter to all transports and Paul Pettit seconded the motion, which passed unanimously.

***Officer Elections***

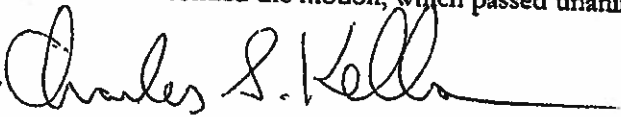
Paul Pettit made the motion to keep the slate of directors as it exists. Marc Rosenberg seconded the motion, which passed unanimously.

***Jefferson County Election Participation***

Indian Hills Fire Protection District will not participate in JeffCo election.

**ADJOURNED AT: 20:32**

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

President: 

Secretary: 

**MOTIONS MADE AND PASSED:**

- To waive the reading of the May 2019 Meeting Minutes. *Motion made by Marc Rosenberg; seconded by Paul Pettit; unanimous.*
- To accept the May 2019 Minutes as amended. *Motion made by Marc Rosenberg; seconded by Paul Pettit; unanimous.*
- To waive the reading of the April 24, 2019 Special Meeting Minutes. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*
- To accept the April 24, 2019 Special Meeting Minutes as amended. *Motion made by Paul Pettit; seconded by Marc Rosenberg; unanimous.*
- To approve financials. *Motion made by Paul Pettit; seconded by Marc Rosenberg; unanimous.*
- To adopt the final draft of the Water District/Fire District IGA. *Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.*
- To approve the Transport Billing Notification Letter. *Motion made by Marc Rosenberg; seconded by Paul Pettit; unanimous.*
- To keep Slate of Officers as is. *Motion made by Paul Pettit; seconded by Marc Rosenberg; unanimous.*
- To adjourn the meeting. *Motion made by Marc Rosenberg; seconded by Paul Pettit; unanimous.*