

INDIAN HILLS FIRE PROTECTION DISTRICT

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Phone: 303-697-4568

BOARD MEETING MINUTES

Wednesday, August 22, 2018

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 (excused), Kelley Lehman, Chris Vigil, Paul Pettit (absent)

Fire Department Members: Emery Carson — Chief, Randy Rudloff—Fire Marshall

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

Community Members: Debra Swearington - *Canyon Courier*, Steve Hosie, Chris Arnold

MEETING CALLED TO ORDER AT: 19:01 Hrs.

INTRODUCTIONS:

Mr. Kellar called for introductions around the table.

APPROVAL OF THE AGENDA:

Mr. Kellar called for any additions to the current agenda.

PUBLIC COMMENTS:

Chris Arnold stated the district map is outdated on the website for the hydrant service area needing GIS map with codes adopted by IFC. Steve Hosey suggested to the board consideration of adding 10-15 hydrants each year in the district.

PREVIOUS MONTHLY MINUTES:

Kelley Lehman made a *motion* to waive the reading of the July 2018 Meeting Minutes, which was seconded by Chris Vigil and passed unanimously.

Mrs. Lehman made a *motion* to accept the July 2018 minutes as amended. Mr. Vigil seconded the motion, which passed unanimously.

SPECIAL MEETING MINUTES:

Kelley Lehman made a *motion* to waive the reading of the August 8, 2018 Special Meeting Minutes, which was seconded by Chris Vigil and passed unanimously.

Mrs. Lehman made a *motion* to accept the August 8, 2018 Special Meeting Minutes as amended. Mr. Vigil seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Monthly Financial Reports

- Truck lease outstanding balance of \$.06.
- Have large amount in account for expenses, \$772,859.82
- Year-to-date, as of July, across all divisions the District expenses were at 46% of the total year's budget.
 - Ambulance Billing Expenses at 329% (\$1374) of annual budget due to adding the new ambulance billing company.
 - Office Supplies at 93% of budget, future purchases need to be watched closely to stay within budget.
 - Trash Services – this account is at 67% of its annual budget – we paid a \$153 port-a-potty invoice from May that has not been reimbursed by the department yet.
 - Computer Repair/Maintenance is at 76% of its annual budget. June expenses of \$450 for Office 365 caused the overage. Need to watch the overage when considering additional expenses later in the year.
 - Election Expense is over \$7890.10 of the budgeted amount, need to find line items to cover expense.
 - Auditing expense exceeded budget by 13% due to the \$125 over for audit assistance with communications grant.
 - Communication supplies at 77%. \$860 of this amount for purchase of 8 BK radio batteries.
 - Communication Equip R&M is at 96% of annual budget, JCECA will reimburse \$800 of it.

Mr. Kellar made a *motion* to approve checks #13416-13430, plus automated payments, credit card expenses, and bank fees. Chris Vigil seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshall — Randy Rudloff

Not present.

Chief — Emery Carson

Chief Carson began his report by stating that he is still waiting for the 2019 ATV's to get updated specifications and pricing.

Big Chili will be September 8, 2018 at Buchanan Park from 10:00 – 17:00.

The Classic Bike Ride went fairly well. The biggest complaint was not enough communication from organizer on road closure and road could have been closed less time.

Chief Carson stated that he has been getting information on exhaust removal system for the station.

The CDPH&E sent Chief Carson a Statement of Work that needs to be signed stating we will comply with EMTS rules and regulations.

Chief Carson reviewed the 21 calls so far for August of the YTD 189 calls. 10 Medical, 3 MVA's, 1 smoke check, 3 false alarms, 1 vehicle overheat, and 3 cancel en route.

Assistant Chief — Marc Rosenberg

Not present (excused)

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

Not Present

OLD BUSINESS:

Colorado Trust

Will be transferring money this month.

Septic and Engineering

Waiting on County to approve the existing leach field for use.

Budget Development

The audit committee will meet for budget development September 6, 2018.

Long Term Planning Meeting

Waiting on budget development committee.

Tabor Ballot Issue to De-Gallagherize the Fire District

President Kellar presented Resolution 2018-3 to the board calling for an election on a referred measure regarding an adjustment of the mill levy to account for changes to the residential assessment rate and the appointment of a DEO.

The board reviewed the Resolution and appointed Angel Dee Manning as the District's DEO to assist the County DEO in conducting the election as a coordinated election.

The board then discussed social media to inform the public voters by including a simple diversion of Gallagher issue in Smoke Signals publication and mailing by September 5th or 6th. The board decided to have a meeting at the Indian Hills Community Center on September 19, 2018 regarding the ballot issue for the community and a second meeting around the 10th of October. The board will also be working with Steve Hosie in posting on social media.

Mr. Vigil made a *motion* to adopt the Resolution as written. Kelley Lehman seconded the motion, which passed unanimously.

NEW BUSINESS:

No new business

FUTURE BUSINESS:

Update on IGA with Indian Hills Water District

September

EMTS Grant

Chief Carson stated that we are waiting for ATV 2019 to come out before purchase and pricing discounts. He stated we would be responsible for 50% of the cost and the grant would be responsible for the other 50%.

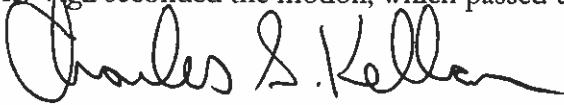
EXECUTIVE SESSION

Kelley Lehman made a motion to call an executive session 21-6-402(4)(c), CRS matters required to be kept confidential by Federal or State laws or rules or regulations (citing the specific statute or rule).

ADJOURNED AT: 20:52

There being no more business to discuss, President Scott Kellar made a *motion* to adjourn the meeting. Mr. Vigil seconded the motion, which passed unanimously.

President:



Secretary:



MOTIONS MADE AND PASSED:

- To waive the reading of the July Minutes. *Motion made by Kelley Lehman; seconded by Chris Vigil; unanimous.*
- To accept the July Minutes as amended. *Motion made by Kelley Lehman; seconded by Chris Vigil; unanimous.*
- To waive the reading of the August Special Meeting Minutes. *Motion made by Kelley Lehman; seconded by Chris Vigil; unanimous.*
- To accept the August Special Meeting Minutes as amended. *Motion made by Kelley Lehman; seconded by Chris Vigil; unanimous.*
- To approve financials. *Motion made by Mr. Kellar; seconded by Mr. Vigil; unanimous.*
- To adopt the Resolution as written. *Motion made by Mr. Vigil; seconded by Kelley Lehman; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Kellar; seconded by Mr. Vigil; unanimous.*