

# INDIAN HILLS FIRE PROTECTION DISTRICT

4476 Parmalee Gulch Rd.  
P.O. Box 750  
Indian Hills, CO 80454  
Phone: 303-697-4568

## BOARD MEETING MINUTES

Wednesday July 25, 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, Paul Pettit — Secretary, Chris Vigil

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

***Non-Members:*** Dixie Miller and Angel Dee Manning— Recording Secretaries, Anita Fritz—Bookkeeper

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

### **MEETING CALLED TO ORDER AT: 19:05 Hrs.**

### **INTRODUCTIONS:**

Mr. Kellar called for introductions around the table.

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

Mr. Kellar called for any additions to the current agenda. There were no changes or additions.

### **PUBLIC COMMENTS:**

Mr. Steve Hosie recommended to the board consideration of producing a PDF of the Financial Report as a monthly transparency on the website.

Mr. Chris Arnold recommended CFS measurements on all fire hydrants as the fire department nor the water department has equipment to measure gal/min pressure. Currently, IGA is responsible for testing PSI. Mr. Kellar requested a rolling report of hydrant pressure (PSI). Chris Arnold put emphasis on safe levels to draw off hydrants by questioning an engineer for water modeling.

### **PREVIOUS MONTHLY MINUTES:**

Mr. Rosenberg made a *motion* to waive the reading of the June 2018 Meeting Minutes, which was seconded by Mr. Pettit and passed unanimously.

Mr. Rosenberg made a *motion* to accept the June minutes as amended. Mr. Pettit seconded the motion, which passed unanimously.

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

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

- Truck lease outstanding balance of \$5,535.19.
- Have large amount in account for expenses, \$725,767.92.
- District expenses are at 41% as of the end of May.
  - Ambulance Billing Expenses at 305% of annual budget due to adding the new billing company.
  - Office Supplies at 82% of budget, need to watch as year progresses.
  - 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 88% of annual budget, JCECA will be reimburse \$800 of it.

Mr. Pettit made a *motion* to approve checks #13398-13415, plus automated payments, credit card expenses, and bank fees. Chris Vigil seconded the motion, which passed unanimously.

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

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

Mr. Rudloff announced the acceptance of all new fire codes. He stated commissioners denied residential sprinklers. Mr. Arnold asked if the residential section was amended out since 2007(?) and Mr. Rudloff referred to the transportation manual for operative standards stating the standards must be met and sprinkler and road system regulations are automatically applied. Mr. Vigil questioned the inspection and approval of new builds and Mr. Rudloff offered to later answer any questions regarding residential standards.

#### ***Chief — Emery Carson***

Chief Carson began his report by stating that as of July 24 @ 1800, Stage 2 Fire Ban was lifted, and Stage 1 Fire Restrictions were reinstated.

Classic Bike Ride plans are coming into place with all the neighboring fire district and Chief Carson mentioned that Parmalee Gulch Road would be closed from 1100-1300 on August 18<sup>th</sup>.

Chief Carson reported that that after our annual hose and ladder testing, the district only had to put 1- 2 1/2" X 50' piece out of service. He also stated the district will be doing annual apparatus maintenance and pump testing next week.

Chief Carson reviewed the 28 calls so far for July of the YTD 165 calls.

10 Medical, 1 MVA, 5 smoke checks, 2 rescues, 1 gas leak, 1 vehicle fire, 2 false alarms, and 5 cancel en route.

***Assistant Chief — Marc Rosenberg***

Pump testing to be started the week of July 30<sup>th</sup>.

***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***

No update or changes since last month's meeting.

***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%.

***Budget Development***

The audit committee will be made up of four members: Chief Carson, Marc Rosenberg, Chris Vigil and Anita Fritz to decide who to perform the audit at the end of 2018.

***Long Term Planning Meeting***

Waiting on budget development committee

***SDA Conference***

Chief Carson, Mr. Vigil, and Mr. Rosenberg will be attending the SDA Conference.

***Upcoming Election***

Mr. Kellar reviewed a summary of possible solutions compiled for discussion purposes regarding the Gallagher/Tabor constitutional amendments. Three options for "de-gallagherizing" were discussed with emphasis asking that the district board deem operational mill levels to offset lost revenue. Only one option, Tabor and tax, is available this fall election, and if we pursue the county will need to be contacted to be included on fall election ballot.

Mr. Chris Vigil made a *motion* to have a special meeting to inform the county of our interest in Fall election by July 27. Marc Rosenberg seconded the motion for a special meeting which passed unanimously.

***Update of IGA with Indian Hills Water District***

Still in progress

**NEW BUSINESS:**

***Updated Jefferson County Fuel Agreement***

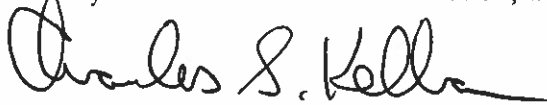
Chief Carson stated the county requested updated paperwork after their audit.

**FUTURE BUSINESS:**

***Hydrants and Indian Hills Water Department***

**ADJOURNED AT:** 20:34

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

President: 

Secretary: 

**MOTIONS MADE AND PASSED:**

- To waive the reading of the May Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To accept the May Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To approve financials. *Motion made by Mr. Pettit; seconded by Mr. Vigil; unanimous.*
- To call a special meeting with regards to the fall election. *Motion made by Mr. Vigil; seconded by Mr. Rosenberg; unanimous*
- To adjourn the meeting. *Motion made by Mr. Kellar; seconded by Mr. Pettit; unanimous*