

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, October 23, 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, Paul Pettit – Secretary, Chris Vigil

Fire Department Members: Emery Carson — Chief, Bob Fager – EMS Captain

Non-Members: Angel Dee Manning— Recording Secretary

Community Members: Craig Levy – IHLA

MEETING CALLED TO ORDER: 19:00

The meeting was called to order by President Scott Kellar at 19:00 hours.

INTRODUCTIONS:

President Kellar waived the introductions.

APPROVAL OF THE AGENDA:

Mr. Kellar called for any additions or suggested changes to the current agenda. Under Old Business, Mt. Lindo Generator Project Updates was removed.

PUBLIC COMMENTS:

Craig Levy, with Indian Hills Improvement Association, asked for the fire district's support, along with the community, by putting in writing for County Road and Bridges concerns for safety regarding Parmalee Gulch Road and any other concerns the fire district deems necessary for attention.

PREVIOUS MINUTES:

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

Marc Rosenberg made a *motion* to accept the September 2019 Meeting Minutes as presented. Kelley Lehman seconded the motion, which passed unanimously.

Director Marc Rosenberg made a *motion* to waive the reading of the October 7th Special Meeting Minutes, which was seconded by Kelley Lehman and passed unanimously.

Marc Rosenberg made a *motion* to accept the October 7th Special Meeting Minutes as presented. Kelley Lehman seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Monthly Financial Reports

Treasurer, Marc Rosenberg, reviewed the financials with the board.

After reviewing the financials for period ending September 2019, Mr. Paul Pettit made a *motion* to approve September checks #13705-13726, plus automated payments, credit card expenses, and bank fees. Director Kelley Lehman seconded the motion, which passed unanimously.

2020 Budget Committee Updates – Draft Budget Review

The board reviewed suggested and/or upcoming budget items and made four changes to the draft 2020 budget to include an increase of \$17,000 with a grant match for heart monitors, moving \$120,00 for a new ambulance originally budgeted for 2019 with grant funding support, and an increase of \$25,000 for station improvements as prioritized below from considerations presented.

Capital Expenditure Priorities: Ambulance Replacement, Station Siding Replacement, Helipad Sealing, and EMS Heart Monitor Replacement.

Budget Hearing Date / Time

The budget hearing will take place at the next regularly scheduled board meeting November 20, 2019.

DEPARTMENT/OFFICERS' REPORTS:

District Updates

Fire Marshal

Nothing to report.

Chief's Report

Chief — Emery Carson

Chief Carson presented his report for October to the board. He stated the new septic system is completed and operational. He then mentioned the district received a check for \$7,875 from the Big Chili. Chief Carson said the new tires for Brush 357 have been installed and alignment completed, and Mount Lindo generator is 95% complete, however still needs to finish auto startup.

Chief Carson then reported the calls for October 2019: 1 Medicals, 2 MVA's, 1 Extrication/Rescue, 1 Unable to Locate totaling 5 for October and 220 for the year.

Officers' Reports

Assistant Chief — Marc Rosenberg

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

OLD BUSINESS:

Septic Project Update

Covered in the Chief's report.

Communications System Maintenance Contract Update

Paul Pettit made a *motion* to accept the service agreement with Crosspoint at \$2640 annually. Marc Rosenberg seconded the motion which passed unanimously.

Ambulance Grant Project Updates

After board review and discussion, Paul Pettit made the *motion* to accept the proposal of August 15 from Braun NW, Inc. for \$217,036. Chris Vigil seconded the motion with amendment for proper documentation and specs to go along with the contract, which passed unanimously.

District Bylaws Update Draft

President Kellar will get with legal for district bylaw updates and tabled the update for next month's board meeting.

Hardship Case Policy Adoption

Marc Rosenberg made the *motion* to approve the existing hardship case discount, Chris Vigil seconded the motion, which passed unanimously.

NEW BUSINESS:

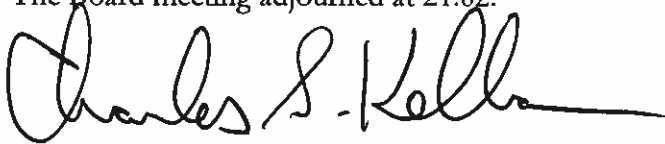
Fire Chief Hiring Process/Transition

The job vacancy will be posted with requirement of familiarity of the fire district accepting letters of interest from applicants to include resumes be mailed to the District Office Manager at the Fire Station by November 15, then posted publicly. Paul Pettit made a motion to approve the job description, job vacancy announcement and the posting of the job vacancy for search within the district initially. Marc Rosenberg seconded the motion, which passed unanimously.

ADJOURNED: 21:02

Marc Rosenberg made the *motion* to adjourn the October Board Meeting and Paul Pettit seconded the motion. The Board meeting adjourned at 21:02.

President:



Secretary:



MOTIONS MADE AND PASSED:

- To waive the reading of the September 2019 Meeting Minutes. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*

- To accept the September 2019 Minutes as presented. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*
 - To waive the reading of the October 2019 Special Meeting Minutes. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*
 - To accept the September 2019 Minutes as presented. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*
 - To approve financials. *Motion made by Paul Pettit; seconded by Kelley Lehman; unanimous.*
 - To accept Crosspoint service agreement. *Motion made by Paul Pettit; seconded by Marc Rosenberg; unanimous.*
 - To accept the proposal from Braun NW, Inc. *Motion made by Paul Pettit; seconded by Chris Vigil; unanimous.*
 - To approve existing hardship request. *Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.*
 - To adjourn the meeting. *Motion made by Marc Rosenberg; seconded by Paul Pettit, unanimous.*
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