

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, August 25, 2021

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, Chris Vigil – Secretary, Marc Rosenberg -Treasurer (*joined in progress*), Scott Ryplewski, Kelley Lehman

Fire Department Members: Mark Forgy - Chief, Tom Henery - Fire Lt., Robin Casanova - EMT-P

Non-Members: Anita Fritz – District Accountant, Angel Dee Manning - Recording Secretary

Other Attendees: Roger Parker - District Fire Marshal

MEETING CALLED TO ORDER: 19:00

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

INTRODUCTIONS:

President Kellar welcomed everyone to the meeting and requested round table introductions. He then thanked Roger Parker, District Fire Marshal, for taking time out of his schedule to be at the meeting.

APPROVAL OF THE AGENDA:

President Kellar called for any additions or suggested changes to the Agenda and there were no additions, yet the board agreed to move up the Fire Marshal Report to better accommodate Mr. Parker.

PUBLIC COMMENTS:

There were no public comments.

District Updates – Fire Marshal

Roger Parker, District Fire Marshal, reviewed with the board his July/August Fire Marshal Services Activity Report that reflected plan reviews, letters, construction inspections, existing building inspections and preplans for multiple locations within the Indian Hills Fire Protection District. Mr. Parker then updated the board on the ongoing development of First Due and stated preplans and photos are being uploaded as inspections are done. The board then reviewed and discussed the draft fee schedule for fire marshal services. It was decided that after a final board review at the September meeting, the schedule will be posted to the website for public view. A public meeting will be held for any fee schedule changes and the schedule will become effective January 1, 2022.

Mr. Parker discussed the WUI Code with the board. He stated that all chiefs and fire marshals are working together to redline one version to present to the public. Most is already in effect, the WUI

Code just needs to be adopted, however, county commissioners will not ratify the full WUI Code so it can be enforced. Some international codes differ from some of the residential codes, and the number of residents against felling trees is increasing.

PREVIOUS MINUTES:

Director Kelley Lehman made a *motion* to waive the reading of the July 28, 2021 Meeting Minutes, which was seconded by Director Scott Ryplewski and passed unanimously.

Director Ryplewski made a *motion* to accept the July Meeting Minutes as amended. Director Lehman seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Monthly Financial Reports

The Board reviewed the financial report presented by District Accountant, Anita Fritz.

After reviewing the financials for period ending July 31, 2021, Director Rosenberg made a *motion* to approve July checks #14200 - #14226 (void #14220), plus automated payments, credit card expenses, bank fees. Director Chris Vigil seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

District Updates – Fire Marshal

Presented previously in the meeting due to Agenda change.

Chief's Report

Chief — Mark Forgy

Chief Mark Forgy reported to the board that the MMWMC group is looking at coming up with common standards for roadway survival improvements. He stated AP Triton study revised draft should be out in the next week or two. Regarding the CWPP, Ember Alliance hasn't completed their draft proposal to us to review yet. Chief Forgy stated he is learning a lot through MMWMC about things that the district will want to include in the CWPP (standardized definitions, polygon/neighborhood merging, etc). He reported that both generators are to be serviced and tested and he plans to talk with the service company about remote monitoring. This will test capacity and assess if the generator continues to meet peak demands. The calls for July are as follows: 1-Animal Problem, 3-Dispatched and cancelled en route, 6-Medicals, 2-False alarm, 4-MVAs, 1-UTL, and 1-Steamer Radiator totaling 18 for July and 95 calls to date.

Officers' Reports

Assistant Chief — Marc Rosenberg

Assistant Chief, Marc Rosenberg, stated the budget committee will meet Monday at 6:00 pm. He reminded the board of the Big Chili and expressed the dire need for volunteers. He then commented on 341 and confirmed it was driving great.

Fire Captain — Mike Fassula

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

Strategic Planning Discussion Review

President Kellar distributed to the board the updated strategic planning study session focus discussion topics and reviewed them with the board.

Informal Budget Committee Guidance

A draft "Strategic Planning Output" to be posted on the district's website and the board will finalize in September.

County Hazard Mitigation Plan Adoption

The Hazard Mitigation Plan Adoption Resolution was distributed for board review. Director Marc Rosenberg made the *motion* to adopt the resolution. The motion was seconded by Director Vigil and passed unanimously.

Cooperative Feasibility Study Updates

All requested data has been fulfilled, the draft report is being reviewed, and it should be available by October.

Statutory Calendar Review

System for Award Management (SAM) Registration expires October 20.

NEW BUSINESS:

Draft Fire Fee Schedule Review

Previously covered in Fire Marshal presentation.

WUI Code Discussion

Previously covered in Fire Marshal presentation.

Jeffco Referral Request for Special District Service Plans

Chief Forgy reported that the district received two electronic referrals from Jefferson County Planning and Zoning for comments related to service plans for special districts. Both special district service plans are in the pre-filing stage.

ADJOURNED: 20:35

Secretary Vigil made the *motion* to adjourn the July 2021 Board Meeting and Director Lehman seconded the motion, which passed unanimously, and the board meeting adjourned at 20:35.

President:

Charles S. Keller

Secretary:

Chris Vigil



MOTIONS MADE AND PASSED:

- To waive the reading of the July 2021 Meeting Minutes. Motion made by Kelley Lehman; seconded by Scott Ryplewski; unanimous.
- To accept the July 2021 Minutes as presented. Motion made by Scott Ryplewski; seconded by Kelley Lehman; unanimous.
- To approve financials. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To adopt the HMP Resolution. Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.
- To adjourn the meeting. Motion made by Chris Vigil; seconded by Kelley Lehman; unanimous.