

# INDIAN HILLS FIRE PROTECTION DISTRICT

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

## BOARD MEETING MINUTES

Wednesday, January 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, Chris Vigil, Paul Pettit – Secretary (absent)

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

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

**Community Members:** None

**MEETING CALLED TO ORDER AT: 19:00 Hrs.**

### INTRODUCTIONS:

President Scott Kellar called for introductions around the table.

### APPROVAL OF THE AGENDA:

Scott Kellar called for any additions to the current agenda.

### PUBLIC COMMENTS:

There were no public comments.

### PREVIOUS MONTHLY MINUTES:

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

Marc Rosenberg made a *motion* to accept the December 2018 Meeting Minutes as amended. Kelley Lehman seconded the motion, which passed unanimously.

### TREASURER'S REPORT:

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

After reviewing the financials for period ending December 31, 2018, Scott Kellar questioned if the district had an EIN number to make tax exempt purchases. Marc Rosenberg then made a *motion* to approve checks #13497-13531, plus automated payments, credit card expenses, and bank fees. Chris Vigil 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 to the board. He stated the ATV is here and trailer is to be delivered on Thursday morning, January 24 and the latest snow presented a great opportunity to test the ATV's capabilities of the snow tracks during the first ATV training last night.

The Chief then stated the water district zone 3, from Picutis Road to the top of the valley, had a leak draining both storage tanks which was discovered on Monday January 7<sup>th</sup>. Also, this past weekend it had the same problem in which the tanks ran out of water again with usage heavier than the district could refill and the tanks were back up to 7 feet as of today.

Chief Carson updated the board that Jefferson County Open Space Parks has put a permanent ban on all campfires and charcoal grills.

He said that apparatus exhaust filters should be installed by mid-February and Engine 341 is going to MDI on Wednesday January 30 for a fuel problem which could cost up to \$8,000 to repair.

Chief Carson stated the call total for 2018 was 278 and then reviewed the calls for January: 3 Medicals, 1 MVA, 1 false alarm, 1 smoke check, 1 structure fire, 1 vehicle fire, 9 cancel en route totaling 17 for January to date.

***Officers' Reports***

***Assistant Chief — Marc Rosenberg***

***Fire Captain — Scott Case***

Not present.

***EMS Captain — Bob Fager***

EMS Captain, Bob Fager, stated the district is looking at different vendors for the new ambulance, but have it narrowed down. He said that SE Weld has a 2013 design with 70,000 miles. He then stated he needs budget from the Chief for CDPHE grant, which is 90% written, and is due February 14 and awarded June/July. He then mentioned the Children's Hospital Conference, Ambulance Day on Sunday, the 27<sup>th</sup>, and then a simulated mass casualty incident with a school bus on April 13<sup>th</sup>.

**OLD BUSINESS:**

***Septic and Engineering Project Updates***

Marc Rosenberg reported the district needs a soil analysis and Pine Grove will be doing the test holes once the ground thaws. Then the district will be moving the light pole.

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

Marc Rosenberg stated the district needs a flow test and Scott Kellar said a paragraph needs to be added to notify the fire district when leaks occur. Mr. Rosenberg then stated that the water district wants to set up a meeting for communication.

**NEW BUSINESS:**

***2019 Meeting Schedule and Posting Locations (for approval)***

The 2019 Meeting Schedule and posting locations was presented for approval. Kelley Lehman made the *motion* to approve the 2019 meeting schedule. Marc Rosenberg seconded the motion, which passed unanimously.

***Potential Fire Code Hearing / Discussion Date Selection***

President Kellar stated the district needed to schedule a hearing to gather public comments on modifications. He then mentioned posting to the website, using smoke signals, facebook and the sign in front of the station to get the word out once the March date is set.

***Pubic Comments and Records Retention***

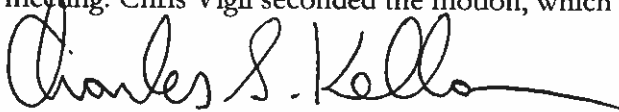
Mr. Kellar distributed a draft of the Indian Hills Fire Protection District Public Comment Policy to the board and stated the need for review for adoption at the next meeting. It was briefly discussed to have a sign in sheet for the public in attendance to be recognized for public comment.

Mr. Kellar then mentioned tweaking/updating the CORA Records Request.

**ADJOURNED AT: 20:09**

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

President:



Secretary:



**MOTIONS MADE AND PASSED:**

- To waive the reading of the December Meeting Minutes. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*
- To accept the December Minutes as amended. *Motion made by Marc Rosenberg; seconded by Kelley Lehman; unanimous.*
- To approve financials. *Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.*
- To approve the 2019 Meeting Schedule and posting locations in the district. *Motion made by Kelley Lehman; seconded by Marc Rosenberg; unanimous*
- To adjourn the meeting. *Motion made by Marc Rosenberg; seconded by Chris Vigil; unanimous.*