

# 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 28, 2015

*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; Kelley Lehman — Treasurer; Marc Rosenberg — Secretary; Paul Pettit; Ron Walton

***Fire Department Members:*** Emery Carson — Chief

***Non-Members:*** Anita Fritz — Bookkeeper; Karen Nelson — Recording Secretary

***Community Members:*** Sandy Barnes, Canyon Courier

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

### **DECEMBER MINUTES:**

Mr. Rosenberg made a *motion* to waive the reading of the December Minutes, which was seconded by Mr. Walton and passed unanimously.

Mr. Rosenberg made a *motion* to accept the December Minutes as written. Mr. Walton seconded the motion, which passed unanimously.

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

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

Ms. Fritz began by stating that due to many line items coming in under projected budgeted amounts, along with collecting well over the annual budgeted income for ambulance fees, the District was able to close out calendar year 2014 under budget (88%) for normal operating expense sections of the budget. She added that she would soon close out the 2014 financials with minor reconciling.

In Checks, conversation occurred regarding check #12506 to Competition Recreational for \$3,295 for a new trailer to house apparatus 366. Mr. Carson explained that the trailer cost a total of \$4,395, with \$1,100 put on a credit card and the remainder on the check. Ms. Fritz turned conversation to check #12509 to D&J Office Supply, asking that the check be voided. Mr. Carson then explained that check #12520 to T. Hackbarth Roofing for \$7556 is more than expected because there were two layers of roofing on the Noble house that had to be removed.

Minor clarification occurred regarding a few of the credit card expenses.

Mr. Rosenberg made a *motion* to approve checks #12490-12522, excepting check #12509, plus automated payments, credit card expenses, and bank fees. Mr. Pettit seconded the motion, which passed unanimously.

**DEPARTMENT/OFFICERS' REPORTS:**

***Fire Marshal — Randy Rudloff***

Not present; no report submitted. Mr. Carson stated that Mr. Rudloff had attended a Jefferson County Planning and Zoning meeting earlier that day regarding driveway and road regulations that affect the District. In addition, Mr. Carson said that follow up would be required with the new owners of the equestrian center as several violations have not been corrected.

***Chief — Emery Carson***

A report was distributed and various items were discussed. Mr. Carson began by stating that the benefit held the previous weekend for Sgt. Renfro's family had been a success, with more than \$4,200 raised plus an additional \$1,000 each from Indian Hills, Inter-Canyon, and Evergreen fire departments.

Mr. Carson expressed thanks to Mr. Rudloff for the donation of new battery-operated extrication tools. Mr. Carson added that six Department members had recently attended a training on proper use of the tools.

Mr. Carson stated that he is currently working on a grant from the Colorado State Fire Chiefs Association for new self-contained breathing apparatus (SCBA) as well as wildland gear. The current SCBA gear will no longer be supported soon, he added.

Next, Mr. Carson referenced an attachment with details regarding ambulance collections for 2014. He explained that more than \$39,000 had been brought in during the year.

Mr. Carson concluded his report by summarizing the calls for January, which total 22 so far. He also added that total calls for 2014 were 254, with 48 patient transports.

***Assistant Chief — Marc Rosenberg***

Present. No report submitted.

***Fire Captain — Scott Case***

Not present; no report submitted.

***EMS Captain — Bob Fager***

Not present. No report submitted.

**OLD BUSINESS:**

***Noble House Sale***

Mr. Kellar stated that the closing is scheduled for February 6. Two issues were raised as a result of the inspection: fixing the roof and addressing plumbing issues. Mr. Kellar explained that both issues have been addressed by the District.

***Attorney Review***

Mr. Kellar stated that he has received proposals from three attorneys. He briefly discussed the details of each proposal, including pricing for attorneys and paralegals. After conversation, the Board agreed to set up a meeting the following week to have a more detailed discussion with Lyons Gaddis out of Longmont.

***California Collections Attorney***

Mr. Kellar announced that Mr. Guerrini has begun collections efforts against Mr. Batista. It was noted that there would be no further out-of-pocket expense on the District's part.

***Trailer for Apparatus 366***

Mr. Carson announced that, with Board approval, a trailer will be purchased to house apparatus 366 and make it easy to transport when needed on calls.

Mr. Pettit made a *motion* to authorize \$4,395 to purchase a trailer from Competition Recreational. Mr. Walton seconded the motion, which passed unanimously.

Mr. Carson added that he plans to deliver the check the following day and pick up the trailer.

**NEW BUSINESS:**

***Foothills Request for Frequency Use***

Mr. Carson distributed copies of a letter from Foothills Fire Protection District requesting permanent use of one of the District's currently unused radio frequencies. Discussion followed whereby concern was raised about giving away frequencies that took a long time to procure. After conversation, it was agreed that use rather than transfer of a frequency might be amenable.

Mr. Rosenberg made a *motion* to allow Foothills Fire Protection District to investigate use of Indian Hills' frequencies to see if one meets Foothills' needs. Mr. Pettit seconded the motion, which passed unanimously.

It was agreed that a letter of consent would be required in the future if the needs assessment determines that one of Indian Hills' frequencies is suitable.

***New Storage Shed***

Discussion occurred about the potential need for an additional storage shed to house District and Department items. It was noted that a permit may be required to situate another shed on the property. After conversation, it was agreed that Mr. Carson would consult with the County regarding requirements and analyze needs.

**ADJOURNED AT: 20:10**

There being no more business to discuss, Mr. Rosenberg made a *motion* to adjourn the meeting, which was seconded by Mr. Walton and passed unanimously.

*President:*

*Secretary:*

**MOTIONS MADE AND PASSED:**

- To waive the reading of the December Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To accept the December Minutes as written. *Motion made by Mr. Rosenberg; seconded by Mr. Walton unanimous.*
- To approve checks #12490-12522, excepting check #12509, plus automated payments, credit card expenses, and bank fees. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To authorize \$4,395 to purchase a trailer from Competition Recreational. *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*
- To allow Foothills Fire Protection District to investigate use of Indian Hills' frequencies to see if one meets Foothills' needs. *Motion made by Mr. Rosenberg; seconded by Mr. Pettit; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*