

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, May 26, 2010

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: Paul Pettit — President; Marc Rosenberg — Secretary; Bret Roller — Treasurer; Richard Westerlage

Fire Department Members: Don Schoenbein — Chief; Emery Carson — Assistant Chief

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

Guests: Mary McNabb — Auxiliary

Absent: Ron Walton (excused)

MEETING CALLED TO ORDER AT: 19:36 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

The meeting began with the swearing in of Board members who had been elected to new terms. Mr. Pettit read the oath of office for his new two-year term followed by Mr. Rosenberg and Mr. Roller for four-year terms. All signed the documents and passed them on to Ms. Fritz to notarize. It was noted that Mr. Walton would need to be sworn in at a later time since he was absent that evening due to work commitments. Discussion followed about the allowable time frame in which Mr. Walton needed to be sworn in.

Mr. Roller made a *motion* to elect Mr. Pettit President of the Board, which was seconded by Mr. Westerlage and passed unanimously.

Mr. Westerlage then made a *motion* to elect Mr. Roller Treasurer of the Board and Mr. Rosenberg Secretary of the Board. The motion was seconded by Mr. Pettit and passed unanimously.

MINUTES:

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

Mr. Rosenberg made a *motion* to accept the April Minutes as written, which was seconded by Mr. Roller and passed unanimously.

TREASURER'S REPORT:

Monthly Reports

The monthly financial reports were reviewed. No major issues were discussed, although a few checks were scrutinized. Ms. Fritz shared that checks #11192-11203 were missing because they had been skipped during printing. They would be used at a later time, she added. It was noted that check #11186 to Rendell Rudloff for \$325.00 had an error in the number of hours worked on the check summary description. Conversation then turned to check #11212 to Ray Vogler for \$40.48 for reimbursement of a meal during a training session. Discussion followed about the dollar amount being in excess of the approved per diem amount. A decision was made to hold the check and address the issue with Mr. Vogler so as not to set a precedent. Ms. Fritz passed the check on to Mr. Schoenbein to handle.

Ms. Fritz stated that she had written a few more checks: #11192 to Global Tech for \$619.40 for fleet graphics advertising the Department's website, #11193 to Morris King Construction for \$950 to repair the station roof, #11194 to the Jefferson County Treasurer for \$170 for the annual ambulance licensing, and #11195 to Pat Sears for \$19.19 for her EMT renewal.

Mr. Rosenberg made a *motion* to approve checks #11185-11215, excepting checks #11196-11203 and #11212, plus automatic payments and bank fees. Mr. Roller seconded the motion, which passed unanimously.

Collections Agency

Ms. Fritz presented a proposal to hire the Synergy collections agency for delinquent ambulance fees. The company had been recommended by Elk Creek. She explained that the company's policy involved keeping up to 50% of fees collected and required a \$145 setup fee. Discussion followed about the details of the firm's services and at what point delinquent bills would be turned over to the company. It was noted that insurance payment is sometimes made directly to the patient for ambulance services rather than the Department. Mr. Roller requested that a form letter be drafted and sent out before anyone is sent to collections. Mr. Schoenbein said he could draft such a letter.

Mr. Roller made a *motion* to hire Synergy to function as a collections agency for the Department's delinquent ambulance bills. Mr. Rosenberg seconded the motion, which passed unanimously.

Rec Center Usage

Ms. Fritz said that she had researched usage policies for Department members at the Rec Center. Procedures had changed and no longer allowed for billing at the end of the month based on usage. Instead, prepayment was required and expired after a relatively short time whether used or not. In addition, everyone who planned to use the Rec Center had to procure a district ID card. Discussion followed about various options. It was noted that Mr. Rosenberg was a user of the Rec Center. No decisions were made.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff (absent due to training)

Not present. No report was distributed.

Chief's Report — Don Schoenbein

A report was distributed and various items were discussed. Mr. Schoenbein gave an update regarding grants and explained that the station roof in the office had been fixed. He then briefly shared details regarding a conversation with a Brindlee Mountain representative regarding a saleable price (\$349,900) for the Darley truck. It was decided to continue the conversation regarding the truck later in the meeting. Mr. Schoenbein continued with his report by mentioning that ambulance licensing would be due the following month, clarifying slash collection dates, and saying that *Smoke Signals* was on track for a May/June release. Mr. Roller interjected that he still needed to write the article that he had committed to and would do so soon. Mr. Schoenbein concluded by summarizing the calls for the month, which totaled 11.

Assistant Chief's Report — Emery Carson

Mr. Carson said that all fireworks had been ordered for the Fourth of July celebration, and that work duties had been assigned. He shared that some Department members still had mixed feelings about orchestrating the event because of all the hard work that was required. Discussion followed about the myriad ways that volunteers could help with the event as well as ways that Department members could get breaks throughout the day. Both Ms. Fritz and Ms. Nelson offered to help with the festivities by soliciting boot donations. It was agreed that auxiliary members could be used to help more in the future.

Fire Captain's Report — Steve Bruns

Not present. No report was distributed.

Rescue Captain's Report — Bob Fager (absent due to training)

Not present. No report was distributed.

(Mr. Pettit called for a break at 20:35. The meeting reconvened at 20:45.)

OLD BUSINESS:

Communications System

Mr. Roller announced that no significant developments had occurred regarding the communications system in the last month. He then explained that the reason the process was taking so long was because Olinger is a publicly held company and is therefore required to notify stockholders of any changes to the proposed lease, regardless of how minor. After notification, the company has to adhere to a waiting period to allow stockholders to respond. Mr. Roller said that since final changes had been made, he hoped that the lease could be finalized soon.

Deer Creek Challenge Bike Race Update

Mr. Pettit shared that the County had approved the August 26 bike race. Mr. Schoenbein said that Mr. Rudloff would be attending a meeting about it in the future. Conversation followed whereby safety concerns and traffic issues were discussed.

NEW BUSINESS:

Apparatus Decision

A lengthy discussion was held regarding how to move forward with the new truck (apparatus 343). Mr. Schoenbein kicked off the conversation by reminding that a representative with Brindlee Mountain had advised that the apparatus be reduced by another \$50,000 to make it more saleable. To help illustrate the current situation, Mr. Schoenbein distributed a handout outlining details of some of the Department's current fleet. After reviewing the handout and discussing the challenges and merits of several of the Department's trucks, a number of options were considered, the most prominent being:

- Reducing the price of apparatus 343 to \$349,900 in the hopes of selling it
- Selling apparatus 341 at \$100,000-125,000 and taking delivery of apparatus 343
- Using surplus money from either sale to purchase a tanker/tender

Initially, the first option was not popularly received because of the financial loss. But Ms. Fritz eventually spoke up to explain that making the decision to take delivery of apparatus 343 and sell apparatus 341 was rooted more in emotion than in sound fiscal sense. Selling apparatus 343, if possible, would result in greater funds to buy a much-needed tanker/tender while still leaving the Department with a good, serviceable engine. Mr. Schoenbein also passed around a handout containing specs for a used tanker/tender that could be considered for purchase. Discussion followed about the details of that specific truck for sale in Salida.

Mr. Roller made a *motion* to reduce the price of apparatus 343 to \$349,900 in the hopes of selling it through Brindlee. The motion was seconded by Mr. Rosenberg and passed by a vote of 3-0-1, with Mr. Westerlage abstaining.

MEETING ADJOURNED AT: 22:30

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To elect Mr. Pettit President of the Board. *Motion made by Mr. Roller; seconded by Mr. Westerlage; unanimous.*
- To elect Mr. Roller Treasurer of the Board and Mr. Rosenberg Secretary of the Board. *Motion made by Mr. Westerlage; seconded by Mr. Pettit; unanimous.*
- To waive the reading of the April Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*
- To accept the April Minutes as written. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*

- To approve checks #11185-11215, excepting checks #11196-11203 and #11212, plus automatic payments and bank fees *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*
- To hire Synergy to function as a collections agency for the Department's delinquent ambulance bills. *Motion made by Mr. Roller; seconded by Mr. Rosenberg; unanimous.*
- To reduce the price of apparatus 343 to \$349,900 in the hopes of selling it through Brindlee. *Motion made by Mr. Roller; seconded by Mr. Rosenberg; passed by a vote of 3-0-1, with Mr. Westerlage abstaining.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Roller; unanimous.*

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