

INDIAN HILLS FIRE PROTECTION DISTRICT

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Indian Hills, CO 80454
Phone: 303-697-4568

BOARD MEETING MINUTES

Wednesday, September 28, 2016

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; Marc Rosenberg — Treasurer; Paul Pettit — Secretary; Ron Walton

Fire Department Members: Emery Carson — Chief

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

Guests: Ron Tribbett — Tribbett Agency

Absent: Kelley Lehman (Excused)

MEETING CALLED TO ORDER AT: 19:04 Hrs.

GUEST SPEAKER: RON TRIBBETT — TRIBBETT AGENCY:

Mr. Tribbett, the insurance agent for the District, distributed a comprehensive insurance plan for review. He explained that he is proposing a plan geared exclusively for fire and emergency responders from First Fire Services. Mr. Tribbett gave an extensive overview of the plan offerings and fielded questions from Board members regarding coverage and pricing. Also reviewed was the option of adding an accidental death and dismemberment insurance policy, which the Board agreed to think about further.

AUGUST MINUTES:

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

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

TREASURER'S REPORT:

Monthly Financial Reports

District expenses are at 48% as of the end of August. Regarding Checks, a question arose regarding check #12929 to a volunteer for \$223.99. Should she be reimbursed for wildland boots if she is not yet wildland certified? It was agreed to hold the check while Mr. Carson investigated the situation further.

Ms. Fritz shared that there had been a jam when printing the checks and explained that checks #12934-12936, 12939-12940, 12944-12945, and 12947 had all been destroyed and needed to be voided. As a result, the checks were all renumbered by hand on the reports since the reports had been run before the checks were destroyed. Ms. Fritz also announced that she would be ordering more checks for the District.

Mr. Pettit made a *motion* to approve checks #12922-12951, with the exception of check #12929, which was being held; #12946, which is yet unused; and checks #12934-12936, 12939-12940, 12944-12945, and 12947, which had all been voided. Mr. Walton seconded the motion, which passed unanimously.

2016 Modified Budget

Discussion occurred regarding why the 2016 modified budget had not been posted since the last meeting after a motion had been passed regarding doing so. Mr. Kellar distributed guidelines for amending the budget as well as a local government budget calendar for future reference.

2017 Proposed Budget

Mr. Carson stated that he had met with Mr. Rosenberg to put together a preliminary draft of the 2017 budget. It was agreed that Ms. Fritz would email out a draft to all Board members in the next week for review. Also discussed was the role that the attorney might play in the budget process. Mr. Kellar agreed to call the attorney and have a conversation regarding the topic. It was noted that the District would hold a budget hearing at the November Board meeting.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present. No discussion.

Chief — Emery Carson

Mr. Carson distributed a report and began by stating that the SDA conference, which he and Mr. Rosenberg had attended, had been very educational. He recommended budgeting for it again in 2017.

Regarding Jeffcom, Mr. Carson announced that dispatching fees would increase beginning July 2017 since Evergreen Fire will no longer be handling the District's dispatching.

Mr. Carson next stated that he and Ms. Nelson would be attending the FPPA Employer Summit in early October. He concluded his report by summarizing the calls for the month, which total 21 and 213 year to date.

Mr. Carson also passed out a long-term plan showing station improvements and equipment replacement. Brief discussion occurred, with a decision to converse further about the details at the next month's Board meeting.

Assistant Chief — Marc Rosenberg

Mr. Rosenberg said that he had nothing to share.

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

Not present.

NEW BUSINESS:

FPPA Pension Authorization Documents

Ms. Nelson distributed documents granting authority to and requiring signatures from Board members for accessing and using the FPPA pension portal. Brief discussion occurred.

ADJOURNED AT: 21:04

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the August Minutes. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*
- To accept the August Minutes as written. *Motion made by Mr. Pettit; seconded by Mr. Walton unanimous.*
- To approve checks #12922-12951, with the exception of check #12929, which was being held; check #12946, which is yet unused; and checks #12934-12936, 12939-12940, 12944-12945, and 12947, which had all been voided *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*