

INDIAN HILLS FIRE PROTECTION DISTRICT

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BOARD MEETING MINUTES

Wednesday August 23, 2017

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, Kelley Lehman, Ron Walton (via phone conferencing)

Fire Department Members: Emery Carson — Chief, Joe Gillette — Probationary Member, Angie Sowa — Probationary Member

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

Community Members: Debra Swearington, *Canyon Courier*

MEETING CALLED TO ORDER AT: 19:03 Hrs.

INTRODUCTIONS AND ANNOUNCEMENTS:

Mr. Kellar called for introductions around the table.

JULY MINUTES:

Mr. Pettit made a *motion* to waive the reading of the July Minutes, which was seconded by Ms. Lehman and passed unanimously.

The Minutes were discussed and the following changes were made:

Third page, seventh paragraph, first sentence to read: “Mr. Rosenberg made a motion to approve checks #13156-13172, plus automated payments, credit card expenses, and bank fees.”

Fourth page, second paragraph, first sentence to read: “To approve checks #13156-13172, plus automated payments, credit card expenses, and bank fees.”

Mr. Pettit made a *motion* to accept the July Minutes as amended. Ms. Lehman seconded the motion, which passed unanimously.

TREASURER’S REPORT:

Monthly Financial Reports

District expenses are at 42% as of the end of July. Conversation occurred regarding several accounts that are already at or near annual budgeted amounts, including Miscellaneous Professional Fees (account #5750) and Communication Expense (account #6400). Also discussed were accounts that are expected to be under budget for the year in order to get an assessment of the potential deviation of the budget bottom line.

Minimal conversation occurred regarding the monthly checks and credit card expenses.

Mr. Pettit made a *motion* to approve checks #13173-13187, plus automated payments, credit card expenses, and bank fees. Mr. Walton seconded the motion, which passed unanimously.

DEPARTMENT/OFFICERS' REPORTS:

Fire Marshal — Randy Rudloff

Not present.

Chief — Emery Carson

Mr. Carson distributed his report and began by saying that the board members are invited to the Tuesday dinner night the following week at 6 pm at Arrowhead Park.

Next, Mr. Carson shared that probationary members Mr. Mayer and Mr. Gillette will be attending fire academy starting in early September at Foothills Fire.

Mr. Carson concluded his report by summarizing the calls for the month, which total 28 to date and 223 year to date.

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:

Replacement of Apparatus 366

Mr. Carson briefly discussed the need to replace Apparatus 366.

SDA Conference

After discussion, it was confirmed that Mr. Kellar, Mr. Rosenberg, and Mr. Carson would be attending the SDA conference in mid-September in Keystone.

SDA Benefits

Mr. Carson shared that he had investigated medical benefits being offered through the SDA and found that they are a better deal than his current plan. He said medical coverage is offered at \$150 less per month than the board is currently paying and added that the plan

also includes dental and vision benefits. The board agreed to the switch but acknowledged that Mr. Carson's employment contract needs to be consulted and possibly changed.

EXECUTIVE SESSION:

Mr. Pettit made a *motion* to call an Executive Session at 19:39 per CRS § 24-6-402(4)(f) to discuss personnel issues. Mr. Rosenberg seconded the motion, which passed unanimously. All meeting attendees left the room with the exception of the Board members and Mr. Carson. Recording commenced using the District's recorder.

The Executive Session concluded at 19:55 and the meeting was called back to order.

Mr. Rosenberg made a *motion* to hire Dixie Miller to fill the position of Office Manager, which is being vacated following Ms. Nelson's resignation. Ms. Lehman seconded the motion, which passed unanimously.

ADJOURNED AT: 20:00

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 July Minutes. *Motion made by Mr. Pettit; seconded by Ms. Lehman; unanimous.*
- To accept the July Minutes as amended. *Motion made by Mr. Pettit; seconded by Ms. Lehman; unanimous.*
- To approve checks #13173-13187, plus automated payments, credit card expenses, and bank fees. *Motion made by Mr. Pettit; seconded by Mr. Walton; unanimous.*
- To call an Executive Session at 19:39 per CRS § 24-6-402(4)(f) to discuss personnel issues. *Motion made by Mr. Pettit; seconded by Mr. Rosenberg; unanimous.*
- To hire Dixie Miller to fill the position of Office Manager, which is being vacated following Ms. Nelson's resignation. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Mr. Walton; unanimous.*