

INDIAN HILLS FIRE PROTECTION DISTRICT

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BOARD MEETING MINUTES

Wednesday March 21, 2018

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

Fire Department Members: Emery Carson — Chief

Non-Members: Dixie Miller— Recording Secretary

Community Members: Steve Hosie, Chris Arnold, Chris Vigil

MEETING CALLED TO ORDER AT: 19:01 Hrs.

INTRODUCTIONS:

Mr. Kellar called for introductions around the table.

APPROVAL OF THE AGENDA:

Mr. Kellar called for any additions to the current agenda. He added to Treasurer's Report, Audit Exemption.

PUBLIC COMMENT:

Mr. Hosie asked that all the documents on the IHFR.org webpage be .pdf documents so that more people can read them for not everyone has microsoft word. He also asked for the agendas to be provided on the website. Lastly, the financial reports would be nice to have on the website. Ms. Miller said she certainly could accomodate the suggestions.

Mr. Arnold wanted a review of the \$245K loss on an apparatus for he has heard rumors and was given some documents from Mr. Hosie from his first CORA request of 2018. Mr. Kellar said it happened 6 years ago, the person who stole the money from an exchange of apparatuses was convicted in CO, then had to transfer to CA where the business Fire Trucks Plus was located. Hired lawyers for collections, which they get 20% of what is collected. From this experience the board came up with policies to avoid future issues but even this could happen again for the person defaulted on the agreement. The summary of the incident was in the April 2015 Canyon Courier and the losses of public funds.

PREVIOUS MONTHLY MINUTES:

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

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

TREASURER'S REPORT:

Monthly Financial Reports

- Truck lease outstanding balance of \$27,529.33 will be paid off this year for the Mack truck.
- District expenses are at 13% as of the end of February. Communication supplies at 69% due to purchase of 8BK batteries.
- Mr. Kellar stated that the cost of the election will be higher than budgeted for, probably \$10,000 due to hire of DEO from outside service. Old attorney used to do it but after switch chose to hire outside of community firm to show fairness towards candidates.

Mr. Walton made a *motion* to approve checks #13309-13329, plus automated payments, credit card expenses, and bank fees. Ms. Lehman seconded the motion, which passed unanimously.

Audit Exemption

Mr. Kellar stated to the group that the board policy is to have an audit every 3 years in which 2019 will be the next audit. A full audit costs around 5-6K. Mr. Hosie asked why 3 years, Mr. Kellar shared it was from the suggestion of our accountant and attorneys.

Mr. Hosie asked if the Boots money is within that audit. Mr. Kellar stated that the Boots are a 501(c) and take care of their own tax forms. Mr. Hosie said it would be nice to share with the community what the money donated to the Boots is doing for the district.

Mr. Hosie also noticed that we do two signatures on checks. He asked if that was a policy written down and that we only do checks once a month. Mr. Kellar said yes it is in our policy and if there are checks that need done outside of the regular meeting a special meeting will be held to sign checks.

DEPARTMENT/OFFICERS' REPORTS:

Chief — Emery Carson

Chief Carson shared that Ms. Frisk will be attending a three day training for fire inspections and Mr. Rudloff will attend five days. The 2018 fire code will be completed this year and it takes awhile for the fire marshalls meet, it is reviewed by attorneys, and then signed by county commissioners. Mr. Kellar stated that having the proper codes enforced provides our community with a better ISO rating for insurance companies when evaluating the area on premiums for house insurance.

Chief Carson stated that the new antenna at Mt. Lindo is mounted and in service. Getting better coverage in Kittredge and 285. Mr. Rosenberg said that the last call at mile maker 247 on Hwy 285 the call was clear and not spotty like before the new antenna.

April 3rd the district will move to the new Jeffcom dispatcher service, the Evergreen dispatchers will be now working at that facility.

There was a fire and evacuation drill at Parmalee Elementary on March 20th. Everything went extremely well, there is a good plan in place that was followed. Chief Carson stated that next time a surprise drill would be good to do.

The mountain dispatch channel is now in service, but Chief Carson said that we can't do all the channels without interference. Mr. Kellar is going to find out from Evergreen why and what is being done to fix that.

Total calls for March so far have been 9 with the year of 2018 total so far of 67.

Assistant Chief — Marc Rosenberg

Present.

Mr. Rosenberg stated that Jeffcom was very impressive now as a consolidated dispatch center that will improve delays due to 42 stations being served by this group dispatch. Will save money after 15-20 years. Nice thing is that the dispatchers are the same people as we have worked with before.

Fire Captain — Scott Case

Not present.

EMS Captain — Bob Fager

Not present.

OLD BUSINESS:

Election Update

There are four candidates running, which were all present at the meeting tonight. Our DEO is Sue Blair from CRS. May 8th will be the election held at the station. There will be a Smoke Signals sent out with bios from all the candidates due to the office manager by April 2nd.

NEW BUSINESS:

CORA Request

There were two additional CORA requests by Mr. Hosie since last meeting. One could not be completed by our office staff but was rerouted to the DEO, Sue Blair.

Weapons Policy

Mr. Kellar had our attorney draw up a weapons policy that was provided at the prior meeting. There was no action taken at the meeting on the policy, no further action deemed necessary.

FUTURE BUSINESS:

Water Conservation

Mr. Arnold brought up how the district works with the water department on water usage when there is need to fill trucks for a fire. Chief Carson stated that he will let the water department know when they have used water. Mr. Arnold wanted to know if there was an emergency management plan in case of fire in Indian Hills. Mr. Rosenberg brought up that the fire hydrant tests need to be regularly completed by the water department. He also stated that he spoke to Kristen Waters about identifying the out of service hydrants with something put on them and also numbering all the hydrants, he offered to donate the numbers needed. The ORC should be in charge of the statuses of all hydrants in the district.

Mr. Rosenberg stated that if there is a structure fire that they have in place getting mutual aid by other departments with tenders of water to fight the fire.

Mr. Kellar stated that if there was a wildfire in the district that there are two ways out off of Parmalee which is a problem for those on the south end. Mr. Walton stated it is more difficult because of the amount of trees and small roadways. Everyone should be on the Code Red 911 Reverse system to be notified about evacuations.

Mr. Vigil asked about the slash program that the fire department supported a few years back called Firewise. Mr. Rosenberg stated that the department paid 17K to pick up slash from homes. The county provides slash collection at Parmalee and other locations throughout the summer.

In the next Smoke Signals there will be an article about fire mitigation.

ADJOURNED AT: 19:12

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

President:

Secretary:

MOTIONS MADE AND PASSED:

- To waive the reading of the February Minutes. *Motion made by Ms. Lehman; seconded by Mr. Rosenberg; unanimous.*
- To accept the February Minutes as amended. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous.*
- To approve financials. *Motion made by Mr. Walton; seconded by Ms. Lehman; unanimous.*
- To adjourn the meeting. *Motion made by Mr. Rosenberg; seconded by Ms. Lehman; unanimous*