

The Rye Fire Protection District

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF
DIRECTORS MEETING
Special Meeting September 19, 2013**

Present: Directors – Mr. John Schaiberger, Mr. Wade Wills, Mr. Mike Davis, Mr. McDowell

Absent Directors – None

Others - Chief Steve Bennett, Captain Jim Beach

Call to Order

The meeting was called to order at 7:06 p.m. by Mr. John Schaiberger.

Mr. Schaiberger introduced the present board members.

Motion to approve Agenda of September 19, 2013 Special Meeting.

Motion:

Second:

Aye: Mr. Schaiberger, Mr. Wills, Davis, Mr. McDowell

Nay: None

Public Comments on Non-Agenda Items

None.

Minutes of August 19, 2013 Regular Meeting

Motion to approve Minutes of August 19, Regular Meeting.

Motion: Mr. Davis

Second: Mr. Wills

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. McDowell

Nay: None

Treasurer's Report

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Accounts Receivable discussion. A question from last month was the amount of money withheld by the County Treasurer's Office for tax payments. Chief Bennett noted that the amount listed last month was a year-to-date figure entered by Donna.

Accounts Payable discussion. Several minor questions were answered by Chief Bennett. It appears that there is some confusion regarding the status of the Workman's Compensation Insurance. Mr. Schaiberger and Mr. Davis will work in the morning to sort some of this out.

Motion to find a new Workman's Compensation Carrier by noon on Friday or reinvest with the current carrier, Pinnacle Insurance.

Motion: Mr. McDowell
Second: Mr. Davis
Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. McDowell
Nay: None

Captain Beach passed out a couple of charts defining 2013's billings and payments from EMA reports. It was noted that this year's budget will be met and surpassed. Mr. Schaiberger asked that this report be continued.

Motion to accept the Treasurer's report for August 2013.

Motion: Mr. Wills
Second: Mr. McDowell
Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. McDowell
Nay: None

Fire Chief Report

Statistics. In the Month August 2013, Rye Fire responded to 68 calls for service of which 50 were EMS related and 18 were fire related. In comparison with previous year this is an increase of 22% from 2012 and an increase of 16% from the 5 year average of 57.

Administration/Operations. We have hired one part-time employee with fire experience and at a Paramedic Level. We are looking at two other people for Part-time stats and they are participating with ride-a-longs to get acquainted with staff.

We have provided transports for patients from Spanish Peaks in Walsenburg to Pueblo, we have been able to help with this project without leaving our District short. These transports are 100% billable through their insurance companies.

Attended the Colorado City Library Ground Breaking Ceremony along with participating with plan reviews for the project.

A form and tracking system has been developed to track Controlled substances and is submitted to our Medical advisor on a monthly basis.

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Continue to assist the State School Inspectors to ensure that Rye Elementary and Craver Middle School were safe following construction activities this summer and have participated with plan reviews regarding new projects upcoming at the High School.

All personnel have uniforms. The new part-time staff coming in will not have the uniforms issued and will be issued the Rye Fire T-shirts, they will have the option to purchase the uniform on their own.

Prevention. Rye Fire assisted the schools with fire drills.

Rye Fire personnel have also attended several community functions for questions and answers. Rye Fire has helped several residents in the Rye and San Isabel areas with mitigation ideas.

Mitigation can be found through the internet with Fire Wise.

We continue to provide station tours for the public to see equipment and apparatus.

Training. Training has been ongoing throughout the month. Fire training included safety, SOG's, hoses and hose lays. EMS training is ongoing with a new topic every 6 days concerning procedure changes, protocol changes and continuing education.

Old Business

Update on Audit

Chief Bennett noted the Auditor is finishing the payroll, accounts receivable, accounts payable, and EMA and on track to submit by October 1st. It was noted that this was an aggressive schedule and all board members agreed to complete a quick review of the audit prior to submission when presented to them.

Vehicle Liquidation

The Pepsi Tractor, Wiltz Trailer, a couple tires, and an old generator were advertised in the local paper. The only bid was for the generator and the board decided reject the bid because of the low price and keep the unit for the time being. Other items up for bid will be reviewed for disposal.

Peterbuilt Transport / Update

In earlier business, it was agreed to keep the Peterbuilt and return to service. It has been repaired and is at City of Pueblo Shops.

Hatchet Ranch Update

Mr. Schaiberger noted Baxter Kirkland called him and would like to look at the tanks. The pad has been prepared for the large tank. The small metal tank will be moved to the District leaving two (2)

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larger tanks for Kirkland Construction to move. All easements for the East Hatchet Ranch have been delivered to Chief Bennett.

New Business

Notification of Nominations for Empty Board Seat

The advertisement for nominations to refill the empty board seat has been published in the Greenhorn Valley News. The people who currently receive Sunshine Notice E-Mails were also notified of the opening when the postponement of the September Regular Meeting was sent out. Only one (1) nomination has been received as of the Board Meeting. Nominations are due on October 11, 2013.

October Regular Meeting Date

October's meeting will be held on Monday, October 14th.

Other Business

Mr. McDowell noted that he received a list regarding the condition of the existing bunker gear and a suggested priority list from Firefighter Ross Marsh. Mr. McDowell noted that the priority should be worst condition first then full-time and finally part-time employees. This list will be used for the 2014 budget. Chief Bennett also noted that he is working on some other options.

Mr. Schaiberger inquired about the ambulance grant that was received. Chief Bennett noted that he is working on the details and a committee has been formed to come up with specifications. The grant was a 80/20 split with Rye Fire paying the 20%. The unit must be received by June 30, 2014.

Next month, the revised 2013 Budget will be reviewed.

October 2013 Meeting will require that the proposed 2014 Budget be presented and reviewed for approval in November.

Information on Paid Time Off was distributed for review by Mr. Schaiberger and will be discussed at the October 2014 meeting.

Executive Session

Mr. Schaiberger noted as authorized by C.R.S. Section 24-6-402, Subsection 4, Paragraphs A-H, this board will now convene in Executive Session. The topic of the Executive Session will be to discuss Personnel Discussion and Personnel Policy and Procedure. The Executive Session will not be open to the public. No adoption of any proposed policy, position, resolution, rule, regulation, or formal action shall occur at this Executive Session.

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Motion to adjourn Regular Meeting of September 19, 2013 to executive session was made at 8:34 P.M.

Motion: Mr. Wills
Second: Mr. McDowell
Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. McDowell
Nay: None

Discussion was:

- Personnel Discussion
- Personnel Policy and Procedure

Following Executive Session, the meeting room was opened back up to the public at 9:06 p.m.

Receive or Act on Board Correspondence

None

Adjourn

Motion to adjourn was made at 9:08 p.m.

Motion: Mr. Wills
Second: Mr. McDowell
Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. McDowell
Nay: None

Dated this 19th day of September 2013.



Submitted by Jim Beach, Captain