

The Rye Fire Protection District

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF
DIRECTORS MEETING
Regular Meeting September 21, 2015**

Present Directors – Mr. John Schaiberger, Mr. Wade Wills, Mr. Mike Davis, Mr. Garry Melchi

Absent Directors – None

Others - Chief Steve Bennett, Captain Jim Beach

Call to Order

The meeting was called to order at 7:05 p.m. by Mr. Wills, who chaired the meeting.

Roll Call

Roll call was taken with all members present. Noted that there is a vacant board member position.

Approval of Agenda

Mr. Wills asked for any additions or changes to the meeting agenda. Mr. Schaiberger asked for a status update of staffing and a status update for letters of appreciation be added.

Motion to approve Meeting Agenda for September 21, 2015 as posted with the addition of two (2) items as noted.

Motion: Mr. Schaiberger

Second: Mr. Davis

Further Discussion: None.

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

Nay: None

Receive or Act on Board Correspondence

Monetary Donation for Services Rendered. It was noted that a \$300 donation was received by a resident for an ambulance transport. The resident was informed that they did not owe any money, but

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insisted on making a donation. The donor was extremely grateful for the excellent service. A thank you will be sent to the donor.

Chief Bennett noted that he has received two (2) letters of interest for the Vacant Board position. More discussion regarding this in New Business.

Thank you letters were going to be sent to Mr. Elliott for his Board service, CSP for their assistance in traffic control during the tank movement, and Mr. Richardson for accessing his land during the tank installation. Chief Bennett will verify with Mr. Elliott to ensure letters were sent to CSP and Mr. Richardson. A thank you letter will be sent to the donor, Mr. Schaiberger's mother. She was very complementary of our level of service.

Public Comments on Non-Agenda Items

None.

Approval of Minutes

Mr. Wills asked for approval of the minutes of August 17, 2015 Regular Meeting.

- Page 5 of 7. Calendars. Change wording "Expected cost" to "Suggested sale price."
- Page 5 of 7. Hatchet Ranch Update. Third line, change "safe" to "save".

Motion to approve the minutes of the August 17, 2015 Regular Meeting with noted changes.

Motion: Mr. Melchi
Second: Mr. Davis

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

Mr. Wills asked for approval of the minutes of August 17, 2015 Workshop Meeting.

- Page 2 of 3. Last sentence of 1st paragraph. Change "moral" to "morale".
- Page 2 of 3. Second to the last paragraph, second to the last sentence. Add "in 2001" to the sentence. The last mill levy increase for Rye Fire Protection District was in 2001.

Motion to approve the minutes of the August 17, 2015 Workshop Meeting with noted changes.

Motion: Mr. Davis
Second: Mr. Schaiberger

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Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

Treasurer's Report

Accounts Receivable. Last month the board made a motion to change how the actual revenue received from EMS Services is reported so that it shows the actual revenue. The existing reporting misrepresents actual revenue received and is confusing to the public and the board. Chief Bennett noted that the Auditor and the Metro District cannot make a change to the request, thus Chief Bennett created a new Income Statement and noted that the only difference between the new form and what is reported in the Metro documents is how the EMS revenue is shown. Chief Bennett noted that the \$112,007.89 income is what was deposited and is different from the \$119,291.59 reported by EMA. Chief Bennett will work to reconcile the EMS Revenue items. Mr. Schaiberger noted that he took Line Item 4220 (Emergency Medical Services) and subtracted Line Item 7108 (Billing Adjustments) and came up with \$217,911.59. This is different than the \$112,007.89 that is recorded on the Income Statement. Chief Bennett will research, verify the difference, and report back to the Board.

Double D Transportation. This is for moving the large tank from Walsenburg to Hatchett Ranch. The bill was not itemized, so it is uncertain if it includes the crane bill. No separate bill was received by the crane company. Chief Bennett will verify and advise.

Motion to accept Accounts Receivable.

Motion: Mr. Davis
Second: Mr. Melchi

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

Motion to accept Accounts Payable.

Motion: Mr. Davis
Second: Mr. Schaiberger

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

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EMA Report. It was noted that chart was created based upon the revenue reported by EMA. Actual revenue deposited is slightly lower. EMA reported revenue shows that revenue is 2.25% above budget. The actual deposit revenue will put this slightly above budget. Collection rate is slightly below last year's amount, but with the billings being higher than budgeted, it is keeping us at budget and anticipates that the collection rate will increase as well. Chief Bennett will verify numbers as previously discussed.

Fire Chief Report

Statistics. In the Month August 2015, Rye Fire responded to 85 calls for service of which 63 were EMS related and 22 were fire related. In comparison with previous year this is a decrease of 6% from 2014 and an increase of 19% from the 5 year average of 68.5%.

Administration/Operations. We have been awarded the funds from the AFG grant that was submitted through FEMA. This will provide updated SCBA packs, wildland PPE to include helmets, gloves, shirts, pants, safety glasses, extrication gloves, wildland boots and line packs with fire shelters. The amount that was allocated for Bunker Gear has been in the amending process with FEMA. The amendment has been completed with FEMA and the funding should occur within the next 30 days.

Continue to submit grant requests to various entities throughout our region.

Participation with other Emergency Responders within the County has occurred with mock exercises and drills. These are on-going drills and will occur more frequently.

Prevention. We continue to provide Mitigation assessments for various homeowners throughout the District.

Station Tours have been provided to the Public at both stations.

Crews attended various functions throughout the district to include rodeo events and reading in the park.

Crews have been providing medical stand-by for High School Sport. Volleyball, Soccer and Football. Football standby is mandatory but all other sports and JV football is volunteer.

Training. Training has been ongoing throughout the month. Fire training covered ropes and knots, mayday operations, hoses and district mapping. EMS training is ongoing with a new topic every 6 days concerning procedure changes, protocol changes and continuing education.

The status of the SCBA's was discussed. The SCBA's will expire in 12-18 months, which is a common county wide issue. The Haz-Mat Committee is working on a federal grant to get these updated county-wide.

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Old Business

Hatchet Ranch Update

Chief Bennett noted that the crews are working on the piping for the new large tank. No line will be extended from the tank to the street. In order to save water, several other tanks need to have valves replaced, so that water will be used to fill the large tank so there is minimal water waste. Several valves need to be replaced to minimize freeze concerns.

MSEC

Mr. Schaiberger noted that he will set-up a meeting with MSEC to discuss minor changes to the policy in the next couple weeks. Once the minor changes are incorporated into the policy, the final document will be presented at a future board meeting for action.

Legal counsel has edited the Interagency Agreement which will be presented at next month's meeting for approval. Mr. Schaiberger will review and meet with Legal Counsel. Chief Bennett will send final review prior to the meeting for board members to review.

Lease Agreement Modification for Fire Engine

The lease agreement for Engine 23 has been modified to move the annual payment date to May 1st for subsequent years in order to coincide with tax revenues. The transaction fee to make the change is \$150.00. Board requested that a second board member signature be added to the agreement. The board thanked Mr. Davis and Chief Bennett for their hard work regarding this item.

Motion to accept the lease agreement with Old National Bank for Engine 23 with the addition of a second board member signature.

Motion: Mr. Melchi
Second: Mr. Schaiberger

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

New Business

Notice of Vacancy

Chief Bennett passed out a Public Notice that will be posted in the local newspaper for two (2) weeks with a deadline of October 12th. Second sentence will be changed to read "Rye Fire Protection

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District.” Board agreed that the letters of interest received prior to the Public Notice will be accepted and reviewed. Interviews will be held at the next regular meeting on October 19th.

Motion to accept the Public Notice as distributed with the change in wording from “Rye Fire” to “Rye Fire Protection District”.

Motion: Mr. Wills
Second: Mr. Melchi

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

Discussion of Election of Officers

With the recent resignation of Mr. Elliott, Mr. Wills has been covering as Vice-Chairman for the Board. The decision was made to fill the Chairman’s position.

Motion to elect Mr. Schaiberger as Chairman of the Board and leave Mr. Wills as Vice-Chairman of the Board.

Motion: Mr. Melchi

Further Discussion: Mr. Wills was asked if this nomination is acceptable. Mr. Wills noted that this was acceptable if Mr. Schaiberger will accept the nomination.

Second: Mr. Wills

Further Discussion: Mr. Schaiberger accepted the nomination.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

This will be effective at the next meeting. Mr. Schaiberger asked that someone else lead the long-range planning sessions. It was agreed that the long range effort will be a group effort and Mr. Wills will assist in the lead.

Staffing Updates

Chief Bennett noted that he sent a notice to hire three (3) full-time personnel from existing staffing. A total of four (4) letters of interest were received. Chief Bennett noted that three (3) existing part-time staff are leaving. Two (2) will be going to Pueblo Fire and one (1) to Dillion Fire. Several EMT-Basic applications have been received.

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Chief Bennett noted that Beulah Fire has accepted Rye Fire's proposal for old Med 21 and will be processing the sale transaction this month. Chief Bennett also noted that Beulah Fire has adopted the same three (3) year employment requirement for Fire Fighter Ross Marsh that was included in last month's motion.

Task Updates

Chief Bennett reviewed the Task Assignment Sheet. Chief Bennett noted that Task Assignment List will go out weekly whether there are changes to the list or not.

Updated employee leave balances were passed out to Board Members.

Adjourn

Motion to adjourn was made at 8:18 P.M.

Motion: Mr. Davis
Second: Mr. Melchi

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Davis, Mr. Melchi
Nay: None

Dated this 21st day of September 2015.



Submitted by Jim Beach, Captain