

The Rye Fire Protection District

MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING

Regular Meeting April 16, 2018

Present Directors – Mr. John Schaiberger, Mr. Rich Simpson, Mr. Mike Davis, Mr. Garry Melchi, Mr. Wally Rice

Absent Directors – None

Others - Chief Steve Bennett, Captain Jim Beach, FF Jay Euler, FF Jake Thomsen, FF Jenna Laraque

Call to Order

The meeting was called to order at 5:00 p.m. by Mr. Schaiberger, who chaired the meeting.

Roll Call

Roll call was taken, and present members were introduced.

Approval of Agenda

Mr. Schaiberger asked for any additions or changes to the meeting agenda. It was noted to move the Exhaust Filter Representative up in the agenda once he shows up.

Motion to approve Meeting Agenda for April 16, 2018 as posted with the noted change.

Motion: Mr. Simpson

Second: Mr. Davis

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. Davis, Mr. Melchi, Mr. Rice

Nay: None

Receive or Act on Board Correspondence

None.

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Public Comments on Non-Agenda Items

None.

Approval of Minutes

Mr. Schaiberger asked for approval of the minutes of March 2018.

Motion to approval of the meeting minutes for March 2018.

Motion: Mr. Simpson
Second: Mr. Melchi

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. Davis, Mr. Melchi, Mr. Rice
Nay: None

Treasurer's Report

Accounts Receivable. Mr. Rice noted that there was an increase in property tax line item to due recent tax deposits by Pueblo County. It was noted that the funds from Colorado Trust has been deposited in the General Fund Account and is being tracked. It was suggested that these funds can be transferred into an interest-bearing account and suggested that this be discussed in further detail at next month's meeting.

Mr. Rice explained that the Cash Accounts Summary Report is a snapshot as of the date of the report, or March 31, 2018 in this case. The Cash in Bank – CNB A/P is the account that is for checks drawn and the debit credit card. Money is transferred into this account to cover these expenses. Cash In Bank – CNB DDA is the general fund account. Tax and medical payments are deposited into this account. Cash in Bank – CNB Interagency is the separate account for the Interagency Operations. The Cash Account Summary summarizes the three (3) accounts for a bottom line cash balance on the date of the report. A question was raised regarding the Fixed Asset Report. Chief Bennett will inquire with the Metro District regarding the amount and the Auditor may need adjust. The Accounts Payable report reflects March bills signed in March 2018. The last six (6) entries on the Cash Disbursement – AP report reflects debit card expenses. The Cash Disbursement – IA report reflects gross payroll for the Interagency. The Cash Disbursement – Payroll (CDP) report reflects the net payroll. For an exact amount for a certain employee, refer to the check issued to the employee. The Cash Disbursement – Payroll Transmittals (CDPT) report reflects the various employee related tax transactions. The Cash Receipts – Manual Entries (CRJE) report reflects the daily deposits. The Payment Approval Report is the bills that are presented at the current meeting for approval and payment.

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Accounts Payable. A question was asked about ROI Fire & Ballistics, which was five (5) new helmets for the new hires.

Motion to accept the Treasurer's Report for Accounts Receivable and Accounts Payable for March 2018.

Motion: Mr. Davis
Second: Mr. Melchi

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. Davis, Mr. Melchi, Mr. Rice
Nay: None

Emergency Medical Services. Chief Bennett noted the presentation of a graph for the final medical payments for 2017, which represents both billing agencies. The year-to-date graph was reviewed. The budgeted billing amount now reflects the budgeted billing amount broken down by month. The year to date collection continues to be over 33%, which is indicative of the job the new billing company is performing for Rye Fire.

Fire Chief Report

Statistics. In the Month March 2018, Rye Fire responded to 60 calls for service of which 45 were EMS related and 15 were fire related. In comparison with previous year call volume this is a decrease of 10% from 2017 and an increase of 2% from the 5-year average of 59.

Administration/Operations. Received information from FEMA in regards to grant request. The request was considered but not funded this year.

Safety PPE has been ordered a grant will cover 50% of the purchase.

County Wide mutual aid agreement is approved. There will be 8 copies of the signature pages to contain original signatures for each department. When I receive the documents the Board Chairman will sign the agreements.

Was unable to test hydrants this month. Several projects needed attention.

Auditors were in the field at our location a couple times this months gathering information and completing the field work for the annual audit. They will be back again toward the end of next month.

Researching pricing on Decals and painting for Engine 15. Painting the engine was in excess of 20K dollars. County is currently printing us some decals to label as Rye Fire. Reached out to a couple vehicle wrapping places, one quote came back at \$8500 to complete a vinyl wrap on the engine to match the fleet. A vinyl wrap will last about 5-6 years where as a paint job will last 10-15 years.

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

Rye Fire assisted the schools with their fire drills.

Training. Training has been ongoing. Wildland S130/S190 training is ongoing with current staffing without, this is a minimum requirement for wildland firefighter, all staff received wildland refresher training. Fire training covered vehicle orientation, driver training, tools and equipment, and mapping. EMS training is ongoing with a new topic every 6 days providing continuing education for annual requirements.

Task List.

- **Fire Hydrants.** Working on producing a chart for hydrant testing progress.
- **Exhaust System.** Information from Ward Diesel Filter system was included in the Board Packet last month.
- **Inclusion Information.** Requested information sent to property owner in regards to inclusion. Compile information and send to board and property owner.
- **Year End chart EMS billing.** Complete year end chart for EMS billing.
- **Financial to reflect EMS data.** Income statement now reflects EMS data.

Old Business

Nepotism Policy Update/Committee Assignment

Mr. Schaiberger noted that information was distributed and encouraged all Board Members to continue to review. He asked the current Board about delaying this agenda item until the new Board Members are seated, which was agreed upon. There was not a vote.

Exhaust Removal Systems

Tim Ward from Ward Diesel sent an E-Mail minutes prior to the meeting starting noted that he had vehicle issues and would like to reschedule. This was not received in time and will be rescheduled for next month.

New Business

Burnt Mill Properties East of 3R Junction

A group of land owners addressed the board and expressed their interest in joining the Rye Fire Protection District. Some of the land owners are now in Beulah's District and some are protected by Pueblo County Emergency Services Bureau. The group is interested in joining due to the fact that Rye Fire's response is much quicker than what they currently have. It appears that there are properties between the District and the proposed annexation that are not a part of this request. Chief

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Bennett noted that normally areas annexed are contiguously attached to the District, but he noted that this requirement does not appear to be a requirement. The group noted that they wanted to only have inclusion fee assessed on building sites and not entire properties. The Board noted that only full properties will be incorporated. It was noted by the group that this could be a financial roadblock by some and the Board noted that this would be taken into consideration when addressing the annexation fee. Chief Bennett noted that the next step is for the group to submit a petition to the Board with the boundaries of the annexation and that at least 50% of the property owners must approve of the annexation. The 50% rule is property owners, not acres of land. After the petition is submitted, the Board will make determination if the annexation is acceptable, which will take it to the next level. An election will eventually be required with 50% of the registered land owners voting, If the election is successful, then a judge must certify the election before the inclusion is final.

2018 Election

Chief Bennett noted that the election was cancelled. However, the election process must continue before any new members can be seated. Chief Bennett noted that once the election occurs, the election results must be canvassed (or certified), which takes about two (2) weeks after the election. After the canvass is finalized, the election is final and new members can be seated. This will occur after the normally scheduled May Board Meeting. Thus, after the canvass, there will be two (2) open seats. Chief Bennett noted he has a couple letters of interest for the seat on the Board and will distribute them to the Board at the May meeting but cannot act upon them until after the canvass. A possible date for a special meeting was discussed, May 30th, for a meeting to seat new members. Special Meeting was scheduled for May 30th 2018 at 5:00pm.

Adjourn

Motion to adjourn was made at 6:33 P.M.

Motion: Mr. Davis

Dated this 16th Day of April 2018.



Submitted by Jim Beach, Captain