

The Rye Fire Protection District

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD
OF DIRECTORS MEETING**
Regular Meeting August 15, 2012

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

Absent Directors – Mr. Steve McDowell, Mr. Mark Reeves

Others - Co-Interim Chief Steve Bennett, Captain Jim Beach

Call to Order

The meeting was called to order at 7:00 p.m. by Mr. John Schaiberger.

Mr. John Schaiberger took roll call and introduced the Board Members that were present.

Approval of the agenda for the Regular Meeting for August 15, 2012.

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

Public Comments on Non-Agenda Items

None

Minutes of July 18, 2012 Regular Meeting

Mr. Schaiberger noted the following changes to the meeting minutes.

- Page 5. Financial Report / Education Session of the June 13th Meeting Minutes. The following note is deleted. *No motion is required to table an item. Thus the motion should be removed from the meeting minutes.* Technically speaking, motions to table are open ended until they are removed to be presented. The motion and vote shall remain in the June 13th Meeting Minutes.
- Page 5. Bylaws and Personnel Policy of the June 13th Meeting Minutes. The following note is deleted. *No motion is required to table an item. Thus the motion should be removed from the meeting minutes.* Technically speaking, motions to table are open ended until they are removed to be presented. The motion and vote shall remain in the June 13th Meeting Minutes.

Motion to approve meeting minutes of the July 18, 2012 Regular Meeting with the above changes.

Motion: Mr. Davis

The Rye Fire Protection District

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

Treasurer's Report

Accounts Receivable Discussion. All but approximately 3% of Custer County Tax Revenue has been received. Huerfano County has received the letter releasing the funds, but none has been received.

Motion to approve Accounts Receivable for July 2012.

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

Accounts Payable Discussion. Most line items are either on track or below projected expenditures. Question proposed was for salaries as to why they are a single dollar amount. Chief Bennett noted that that number reflects all salaries since January 2012 and he is working to split that out to the appropriate line items.

Motion to approve Accounts Payable for July 2012.

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

Fire Chief's Report

Statistics. In the Month of July 2012, Rye Fire responded to 58 calls for service of which 44 were EMS related and 14 were fire related. In comparison with previous year this is a 14% decrease from 2011 and an 14% decrease from the five year average of 68.

Administration. Ongoing work with Standard Operating Guidelines, job descriptions.
Prevention. Rye Fire staff provided station tours for families and children at both the Colorado city Station and Rye Stations. Station Tour to Eastern Kansas University fire students.
Information Meeting with Sikes Ranch, Hatchet Ranch, Pine Cone Subdivision mitigation, prevention and evacuation and visibilities.

Community Outreach. Had a representatives attend the Customer Appreciation Event in Colorado City. Began informational articles with Greenhorn Valley View in regards to personnel.

The Rye Fire Protection District

Training. Extensive training has been ongoing throughout the month. This included head to toe PPE (proper donning and drills), also have had search and rescue drills and scba drills. Further training was included with ladders and fire extinguishers.

Medical training with various topics throughout the month were conducted.

Hatchet Ranch. Received help with map books to ensure directions were accurate. Both East and West Hatchet participated in the project. A water tender was placed out on the east Hatchet approximately 4 miles interior. This water tender will hold 9000 gallons of water to help mitigate the distances travelled for water.

Mutual Aid. Provided an engine and crew for Mutual Aid Request from Beulah fire. This was in the initial attack phase of the Ditch Creek Fire. Our radio and gps resources were utilized. We continued to maintain adequate coverage's throughout our District during this assist.

Old Business

Hatchet Ranch Status and Recent Request

Mr. Schaiberger noted that West Hatchet Ranch has expressed the concern and the need to reopen the west side Frontage Road (part of the old highway) from MP77 to the underpass tunnel. Mr. Schaiberger noted that he discussed this with Mr. Chuck Bennett with CDOT and the request has been passed along to his superiors.

Captain Beach noted that he has a meeting next week with both representatives to start reviewing potential permanent cistern locations. The Board would like to receive potential cost impacts by next month's meeting. It was noted that the funding for the cisterns will probably come to the District with next year's tax revenue checks, but the Board may consider funding the installations this year. The tanker truck is staged at East Hatchet Ranch with approximately 3,000 gallons of water with plans to fill the balance in the coming weeks.

Community Resources

Chief Bennett noted that he has received a few calls from area residents and is posting the information. The Greenhorn Valley View was asked to run an article in the paper noting the need to get information on resources in the community in the event of a large scale incident.

Interagency Status

It was noted that approximately \$400,000 has been billed for in 2012. Payments are coming in, but slow. All 2011 liabilities are completed except for a couple minor adjustments.

The Rye Fire Protection District

Signatures for Accounts

Chief Bennett noted that all signatures have been obtained for the current accounts. Chief Bennett is working on the new account to get it established as soon as possible after the approved meeting minutes from last month are presented.

Special District Association

Rye Fire Protection District is now a member of the SDA with a basic membership. The Board will reconsider the membership level next year after next year's budget is established.

Equipment Resolution Review

Resolution 11-005, A Resolution Approving the Sale of Certain Vehicles, was passed and approved on October 19, 2011. This resolution was passed out and reviewed. The Board decided to dissolve this resolution and explore other avenues to dispose of the vehicles. Mr. Schaiberger noted that he is exploring potential previous commitments for E-1 with the Town of Rye. It was agreed that the proceeds from all equipment disposal will go towards the Capital Fund.

Motion to dissolve Resolution 11-005, A Resolution Approving the Sale of Certain Vehicles, and sell the equipment as best as possible.

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

Separate Cost Center for Interagency

All funds that come in for the Interagency Work will be paid for by the special checking account, thus the accounting will be separate from the normal accounts and cost centers for the Fire Department.

Emergency Evacuation Routes

Mr. Davis noted that he reviewed the evacuation totes at Station #2 with Captain Beach and noted that many of the documents are outdated. Mr. Davis will continue to work with Captain Beach on this project.

Workshops

The Rye Fire Protection District

Chief Bennett is compiling potential dates for the meeting. There are a couple ways of holding the meeting. One will allow public input and the other will allow the public to only listen and limit participation.

Sequestered Funds for Chipper

Chief Bennett noted that \$6,346 was received by RAWEMA in May 2010. The funds were put in the general fund. The intended use for these donated funds was to invest in an industrial wood chipper. Mr. Wills will look into potential chippers.

Mr. Steve McDowell joined the meeting at approximately 8:12 pm during the Sequestered Funds for Chipper discussion.

New Business

Personnel Staffing Goals

Chief Bennett noted he wants to bring the Department back to the previous staffing level of seven (7) full-time staff. This will give the Department two (2) full-time staff per shift plus one (1) full-time Command Staff Officer. Chief Bennett noted that he is preferring that the new staff be ALS (Paramedic and Intermediate), but also looking at other Firefighters with Basic medical training. Budgetary concerns will be reviewed to ensure fiscally responsible.

Safe Deposit Box Contents

Mr. Schaiberger noted that he did a complete inventory of the safe deposit boxes. He also noted that the locations of the keys will be discussed in Executive Session.

Physical Checks for Department

Chief Bennett noted the requirement to keep a couple checks in the Station for emergencies and will get those in house. All checks that are written must have two (2) signatures.

Mitigation Workshop Prevention

Chief Bennett passed around a sample of a Mitigation Brochure that the City of Colorado Springs is passing out. It was passed out at a recent mitigation presentation for the Pine Cone Subdivision. It will be a good example of what Rye Fire should put together.

The Rye Fire Protection District

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 for personnel actions regarding Fire Chief and location of Safe Deposit Box Keys. 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.

Motion to adjourn regular meeting of August 15, 2012 to executive session was made at 8:32 p.m.

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

Discussions were:

- Personnel Actions Regarding Fire Chief
- Location of Safe Deposit Box Keys

Following Executive Session, the Board returned to regular session at 9:40 p.m. The room was opened back up to the public.

Receive or Act on Board Correspondence

Vanessa Hansen submitted paperwork for work completed on the Oregon Fire. Chief Bennett is working on the item.

Adjourn

Motion to adjourn was made at 9:50 p.m.

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

Dated this 15th day of August 2012.



Submitted by Jim Beach, Captain