

The Rye Fire Protection District

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD
OF DIRECTORS MEETING
Regular Meeting July 15, 2013**

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

Absent Directors – Mr. Mark Reeves

Others - Chief Steve Bennett, Captain Jim Beach, Firefighter Jack Hobby

Call to Order

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

Mr. Schaiberger introduced the present board members.

Mr. Schaiberger asked if there were any additions or deletions to the agenda. Hearing none, the meeting proceeded forward.

Public Comments on Non-Agenda Items

None.

Minutes of June 17, 2013 Regular Meeting

Motion to approve Minutes of June 17, 2013 Regular Meeting.

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

Treasurer's Report

Accounts Receivable discussion. Donna will work on 2012 expenses for the board review. It was noted that the 2012 Audit is on schedule. The extension was requested. Chief Bennett will verify that the 2012 Audit will be completed and submitted by the end of August. Donna from Colorado City Metro will be on next month's agenda to answer any questions that may arise.

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Accounts Payable discussion. Chief Bennett noted that he needs consistency regarding dollars being report in EMA's report, thus Joe Golob will be taking over this responsibility. The information in their report is being incorporated into our monthly reports. Chief Bennett noted that he is confident that all payroll taxes are being paid properly and will verify with the Colorado City Metro. Old National Leasing issue has been resolved. Mr. Davis was thanked for his efforts.

Motion to accept Accounts Receivable and Accounts Payable.

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

Chief Bennett noted that he was working with EMA regarding the monthly reports, as noted earlier. He also noted that cross-checking is occurring by Donna with regards to the payments being noted by EMA.

Chief Bennett noted that he is getting ready to submit more invoices to the State of Colorado due to the recent area fires. It was noted that the Interagency Staff level is down to 11 personnel. The question came up with regards to the length of time it takes to get an invoice paid. Chief Bennett noted that it varies from 30 days to 9 months with a few at over 12 months. He noted that we are not the only small department with payment issues and is being looked at by several high ranking officials.

Fire Chief Report

Statistics. In the Month June 2013, Rye Fire responded to 64 calls for service of which 44 were EMS related and 20 were fire related. In comparison with previous year this is an increase of 23% from 2012 and an increase of 19% from the 5 year average of 54.

Administration/Operations. FEMA continues to award grant requests through the Assistance to Firefighter Grant, this continues to be on-going throughout the year. We continue checking on a weekly basis with FEMA on our status. We are in the process of obtaining new quotes for re-submittal for 2013 grant when it becomes available which should begin July 2013.

Received approval from the State of Colorado for a grant of \$141,000. This is to fund a new ambulance along with help equipping the unit. Will have more specifics within the next few weeks. The grant is specifically related to EMS.

Participated with plan reviews for several projects within our District. These were done in conjunction and cooperation with Pueblo County Regional Building Department, Pueblo County, School District 70 and architect firms.

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Prevention. Rye Fire presented information at HOA meetings. Several homeowners and subdivisions have asked for several pieces of information in regards to mitigation.

Training. Training has been ongoing throughout the month. Fire training included safety, fire operations, pump training. EMS training is ongoing with a new topic every 6 days concerning procedure changes, protocol changes and continuing education.

Various ideas were discussed regarding upcoming grant submissions. It was decided to get assistance from a professional grant writer. Mr. Wills will look into some assistance.

Old Business

Water Sources Hatchet Ranch

Mr. Schaiberger noted that the inclusion fee will bring in \$64,363.71 from both inclusions. Mr. Schaiberger asked what the \$3.00 per acre fee was intended to go towards. Various people will look for the information. Mr. Elliott noted that the petition may have the information, but believe it included the tanks and approximately \$2,000-\$2,500 per person to train approximately 4-5 initial responders from Hatchett. Mr. Elliott noted that this came from the previous Rye Fire personnel. Mr. Elliott noted that the discussion was for 6 each 10,000 gallon tanks at an estimated cost of \$10,000 per tank. More information to follow once this information is obtained. Mr. Schaiberger does not believe that the District has the funds to buy all the tanks based upon an estimate provided by Captain Beach. Mr. Schaiberger noted he is working with an individual for help on moving the large tank. At this time, it was decided to put the project on hold for installation of the tanks already moved and to get the balance of the tanks moved to the district. Once the inclusion fee is received, then this item will proceed forward.

Vehicle Liquidation

It was noted that the District had a bid for \$10,000 for both shower trailers and Engine 1. It was noted that the radio needs to be pulled and no ladders will be included.

Motion to accept a bid of \$10,000 from Mr. Giodone to purchase Engine 1 and both Shower Trailers, as is.

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

It was noted that the District has a bid for \$2,200 to purchase Tender 22.

Motion to accept a bid of \$2,200 from Randy Engel to purchase 1997 International 9400 DT466, as is.

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

Peterbuilt - Transport

Mr. Wills noted that they have not been able to look at the truck. There was a discussion whether we wanted to fix the truck or not and the consensus was to have the truck fixed so it can start generating revenue. It was noted that we have an estimate of approximately \$4,000 to fix the truck, including towing to town. The towing is reimbursable from our insurance company. The noted price includes new batteries. It was noted that Mr. Engel and Mr. Wills will come by this weekend to look at the truck to determine extent of damage.

Captain Beach will work with Mr. Davis and Mr. McDowell on an ad for the 1996 Witzco Drop Deck Trailer and the 1992 International 4900 Navistar to see if they can be sold.

Budget

The board received a proposed 2013 Revised Budget along with a copy of the current 2013 Budget. Mr. Schaiberger asked that each board member study this for next month's meeting.

Motion to hold this item until August 2013 meeting.

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

Bathroom Station 2

The board reviewed a couple estimates and sketches from staff on remodeling the main bathroom at Station 2. It was noted that the firemen would provide the labor. It was noted that the quality of the work is important.

Motion to approve \$1,700 for the remodel of the main bathroom at Station 2 with any extra funds going towards a new kitchen table.

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

New Business

Part-Time Employees

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Mr. McDowell expressed a concern with the number of employees that are on at any given time and that we are not in compliant with the OSHA 2 in/2 out rule on structure fires. He would like to see a list of 40 people available to work. Hopefully the recent ISO review will not find fault with our current staffing levels. A list previously existed of individuals, but with the request to hold on hires, all but a single individual is still available. Chief Bennett to start building the list and hiring part-time staff based upon existing hiring standards. Minimum qualifications to include EMT-Basic or better with emphasis on ALS.

Rumor/Comment

Mr. Davis noted that he heard a rumor that a Board Member stated that if Chief Bennett takes another vacation next time while we had fires that he will be fired. Mr. Davis believes that this was very unprofessional. None of the board members present knew anything about this.

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 actions. 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 July 15, 2013 to executive session was made at 8:50 P.M.

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

Discussion was:

- Personnel Actions

Following Executive Session, the meeting room was opened back up to the public at 9:13 p.m.

Receive or Act on Board Correspondence

None

Adjourn

Motion to adjourn was made at 9:14 p.m.

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

Dated this 15th day of July 2013.

A handwritten signature in cursive script that reads "Beach".

Submitted by Jim Beach, Captain