

The Rye Fire Protection District

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF
DIRECTORS MEETING
Regular Meeting October 19, 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 7:02 p.m. by Mr. Schaiberger, who chaired the meeting.

Roll Call

Roll call was taken with all members present.

Approval of Agenda

Mr. Schaiberger asked for any additions or changes to the meeting agenda. Captain Beach noted that under New Business, there has been a request for status of fire hydrants. Mr. Schaiberger asked for a calendar update status under Old Business.

Motion to approve Meeting Agenda for October 19, 2015 as posted with the addition of two (2) items as noted.

Motion: Mr. Wills
Second: Mr. Melchi

Further Discussion: None.

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

Receive or Act on Board Correspondence

None.

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Annual Audit Report

Mr. Mark Paolucci, CPA for McPherson, Breyfogle, Daveline and Goodrich, PC (MBDG) reviewed the 2014 Audited Financial Statements that was completed in July 2015. The audit conducted by MBDG was conducted in accordance with auditing standards generally accepted in the United States of America. The basic financial statements of the Rye Fire Protection District were prepared in conformity with generally accepted accounting principles as applied to governmental units. Mr. Paolucci reviewed the audit and answered Board Members questions. Mr. Paolucci noted that the Board has done well and should continue to see increase the financial position for the Department using existing practices. It was noted that there was a positive net position for the Department from 2013 to 2014. Chief Bennett will send to all board members the 2013 Management's Discussion and Analysis for comparison between 2013 and 2014.

Public Comments on Non-Agenda Items

Mr. Terry Kraus, Editor for the Greenhorn Valley View, gave an update on the calendar. He noted that they have most of the pages complete, but waiting on the first snow to finish it up. He noted that it will only take a week to print, with an initial printing of 200 calendars. Subsequent printings will be quick. Mr. Kraus noted that he has already received interest from the community for the calendars, which will sell for \$15.00 each. Outlets for selling calendars have not been established.

Mr. Kraus also noted that on November 19, 2015, Greenhorn Valley News will be publishing their second mass mailing for 2015. Last year, the Board placed a full-page informational layout in the paper and asked the board to reconsider doing this again this year. The cost for a full-page color advertisement, non-profit rate, is \$336. Several ideas were discussed for the advertisement with the final copy due by November 12th.

Approval of Minutes

Mr. Schaiberger asked for approval of the minutes of September 21, 2015 Regular Meeting.

Mr. Schaiberger noted under donation that the donor was "complimentary" for the excellent service instead of extremely grateful.

Motion to approve the minutes of the September 21, 2015 Regular Meeting with noted change.

Motion: Mr. Melchi
Second: Mr. Wills

Further Discussion: None.

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

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Nay: None

Mr. Schaiberger asked for approval of the minutes of September 21, 2015 Workshop Meeting.

- Page 1 of 2. Status and Assessments. Add “meet with” before “Ken West”.

Motion to approve the minutes of the September 21, 2015 Workshop Meeting with noted change.

Motion: Mr. Davis
Second: Mr. Melchi

Further Discussion: None.

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

Mr. Schaiberger asked for approval of the minutes of October 5, 2015 Workshop Meeting.

Motion to approve the minutes of the October 5, 2015 Workshop Meeting.

Motion: Mr. Davis
Second: Mr. Wills

Further Discussion: None.

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

Treasurer's Report

Accounts Receivable and Accounts Payable.

Insurance payments are inline with EMA reports. Bank statements include payroll.

Chief Bennett to report back to the Board what items are included for the amounts listed under line items #7703, #7704, and #7708.

From the task list, Chief Bennett reported that the crane service for the large tank move to Hatchet has not been received. According to the crane company, they are still working on the invoice. Chief Bennett noted that no referral fees were paid associated with the last tank move.

The interagency accounting was discussed. Chief Bennett to provide the 2014 year-end balance and also a copy of the spreadsheet with billings versus actual expenses to the Board.

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EMA Billings. It was noted that the dollar amounts that EMA reported as income match accountings income. To-date, receipts are 2.92% ahead of budget.

Motion to accept Accounts Receivable and Accounts Payable.

Motion: Mr. Wills
Second: Mr. Melchi

Further Discussion: None.

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

Fire Chief Report

Statistics. In the Month September 2015, Rye Fire responded to 86 calls for service of which 64 were EMS related and 12 were fire related. In comparison with previous year this is an increase of 17% from 2014 and an increase of 17% from the 5 year average of 71%.

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 original amount that was allocated for Bunker Gear and washer/extractor has been amended as we have received those items through the State of Colorado.

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

Participation with other Emergency Responders within the County in on-going with mock exercises and drills. Two drills were attended, one in Beulah and another in Pueblo West.

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 homecoming events for the Rye High School and Science Day for the Elementary School.

Crews have been providing medical stand-by for High School Sports.

Training. Training has been ongoing throughout the month. Fire training covered scene size ups, mapping obstacle course. EMS training is ongoing with a new topic every 6 days concerning procedure changes, protocol changes and continuing education.

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Old Business

Hatchet Ranch Update

Chief Bennett noted that the concrete pads have been placed under the valves. Weather protection boxes will be placed in a few days. The special drain valves are still on order and will be replaced once they arrive. The large tank does not contain water, but will be filled with the valve installation starts. All other tanks are full of water. All letters of appreciation have been sent except for Mr. Elliott. Mr. Wills will assist on Mr. Elliott's note. A small portion of the Hatchet Ranch Inclusion fee still remains unspent.

MSEC

Mr. Schaiberger noted will be meeting with MSEC tomorrow to discuss minor changes to the policy. No updates received from other Board Members.

Interagency Agreement

The agreement that was drafted by Legal Counsel was reviewed by Board Members.

Motion to approve the Interagency Agreement as presented.

Motion: Mr. Wills
Second: Mr. Melchi

Further Discussion: None.

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

Chief Bennett will now distribute for their signatures and place completed agreements in each employees file.

New Business

Director Vacancy

Three (3) community members submitted letters of interest for the vacant director position. Each individual was introduced and allowed to address the Board. Applicants were Mr. Scott Carlton, Mr. Wallace Rice, and Mr. Richard Simpson. The Board addressed questions to the applicants.

A short recess occurred for the Board to discuss the selection process and the public was asked to step outside.

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Upon resuming the meeting, Mr. Schaiberger noted to the applicants that each Board Member will vote on each person, giving each either a 1 or 2 or 3. Each member's number one vote will receive a 1 and subsequent numbering for the other individuals with lowest total vote is the selection.

Each Board Member voted separately, with Chief Bennett tallying the votes. Mr. Schaiberger announced that Mr. Wallace T. Rice was announced to fill the current vacancy at the next meeting. There were abstentions in the voting. Mr. Rice will take the oath tomorrow at Station #2.

November Regular Meeting

Due to conflicts, the next regularly scheduled meeting on November 16, 2015 will be cancelled and a Special Meeting will be held on November 23, 2015 at 7:00 PM. A workshop session will be held at 5:30 on the 23rd prior to the Special Meeting.

Hydrant Status

Mr. Schaiberger asked when the last time the fire hydrants were tested. Chief Bennett noted that the entity providing the water is responsible for testing the hydrant. The last time the hydrants were tested was in 2007 or 2008. At that time, when a hydrant was found to be inoperable, it was painted black. Colorado City Metro District does not want Rye Fire Protection District to test the hydrants because of the fragile condition of the water system. Chief Bennett will ask for a formal report of operable and non-operable hydrants from the Colorado City Metro District and the Town of Fowler.

Task Updates

Chief Bennett reviewed the Task Assignment Sheet from October 9, 2015.

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 Matters. 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 October 19, 2015 to executive session was made at 8:32 P.M.

Motion: Mr. Wills
Second: Mr. Melchi

Further Discussion: None.

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

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Discussion was:

- Personnel Matters

Mr. Wallace Rice joined the Board for this discussion.

Motion to adjourn Executive Session of October 19, 2015 to regular session was made at 8:45 P.M.

Motion: Mr. Wills
Second: Mr. Melchi

Further Discussion: None.

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

Following Executive Session, the Board returned to regular session and the room was opened back up to the public.

Adjourn

Motion to adjourn was made at 8:50 P.M.

Motion: Mr. Wills
Second: Mr. Davis

Further Discussion: None.

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

Dated this 19th day of October 2015.



Submitted by Jim Beach, Captain