

**The Rye Fire Protection District**

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF  
DIRECTORS MEETING  
Regular Meeting June 17, 2019**

Present Directors – Mr. John Schaiberger, Mr. Rich Simpson, Mr. George McGoff, Mr. Wally Rice

Absent Directors – Mr. Mike Graber

Others - Chief Steve Bennett, Captain Jim Beach

**Call to Order**

The meeting was called to order at 5:02 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.

Motion to approve Meeting Agenda for June 17, 2019 as posted.

Motion: Mr. Simpson  
Second: Mr. Schaiberger

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Rice  
Abstain: None  
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 May 2019. Mr. Schaiberger noted to Captain Beach that the minutes were sketchy on detail. Added to the minutes is the note that there was no meeting in April 2019 due to a lack of quorum. Page 3 of 6, Mr. Schaiberger asked if Captain Beach has any suggestions for EMS expenditures, who responded with Cardiac Monitors, which would be capital expenditure and already on monthly discussions. Page 3 of 6, under Capital Outlay Account Balance, note that the movement of money is being reviewed as either bonds or CD's that is higher interest bearing than the normal account.

Motion to approval of the meeting minutes for May 2019 as presented with the noted clarifications and modifications.

Motion: Mr. Rice  
Second: Mr. McGoff

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Rice  
Abstain: None  
Nay: None

### Treasurer's Report

Accounts Receivable/Payable. Mr. Rice reviewed the reports with the Board in the order as presented in the notebooks. He noted that the revenues are up about \$150,000 over last month with most being property tax revenue and well ahead of where we thought we would be with budgeting and planning. The ending cash balance in the Accounts Payable was noted. The DDA account was noted as where all revenues come into except for the Interagency. From there, there are transfers to the appropriate accounts. It was noted that there has been no Interagency activity and that account shows a zero balance. The Capital account balance was noted and was just over \$1.00 different than last time due to a small deposit. The summary of the accounts is at the bottom of the page. Mr. Rice then discussed the Income Statement. Under the revenue, Mr. Rice noted that we are not quite 50% through the year for the budget but have received about 70% of the Property Tax Revenue. Mr. Schaiberger inquired whether Pueblo County has reimbursed Rye Fire for the extrication equipment and whether the bill has been paid. Chief Bennet confirmed yes on both. Mr. Rice noted that the budget is approximately 41% through the year. Mr. Rice noted that the budget is only a plan and sometimes it doesn't work out like you anticipate, but you adjust. Mr. Schaiberger asked under 7214 – Fleet R&M if that is where the ambulance repair bill is located after the accident. Chief Bennett confirmed and is not certain where the reimbursements are located. He confirmed that all reimbursements have been received and will report back to the next meeting which accounts the

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dollars have been placed. Under Accounts Payable (Page 1), it was noted that the Public Sector Health Care Group is a monthly payment and Chief Bennett noted that one (1) staff member reimburses the Department for his family's coverage. It was noted that the Colorado Special Districts Property and Liability payment is quarterly. Under Cash Disbursements A/P Report (page 4), these are the checks written in the month of May. Under Cash Receipts – Manual Entries (page 9), these are the deposits to Rye Fire. Mr. Rice noted the property tax receipts from Pueblo County, Custer County, and Huerfano County over the course of the month. The Bank Reconciliation Reports were noted. Under the Interagency Reconciliation Report, Mr. Schaiberger asked if Daniel Johnson's check was the exact amount to zero out that account. Chief Bennett noted that the account, on paper, is overdrawn by approximately \$287.30. The account is not overdrawn, and everyone is paid. When Chief Bennett was adjusting for the truck purchase, he did the transfer before having a final check for Daniel Johnson's travel reimbursement. Mr. Johnson's travel was \$395.68. The Payment Approval Report (or bills to pay) was noted as bills that have checks to sign tonight. Mr. Rice asked if High Res Imaging LLC bill was for the decals for the new rescue truck. Confirmed by Chief Bennett. There was a question regarding a check to an individual. Chief Bennett noted that this was a refund for an insurance over payment for an ambulance service.

Motion to accept the Treasurer's Report for Accounts Receivable, Accounts Payable and bills to pay for May 2019.

Motion: Mr. Simpson  
Second: Mr. Schaiberger

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Rice  
Abstain: None  
Nay: None

Emergency Medical Services. Chief Bennett noted a variation on the figures on the report. Chief Bennett noted in his conversation with EMS Billings, the lady handling the account was on vacation. Items have been billed but did not get transferred to the report. Even with the lack of data, year-to-date billings are just under budget and is projected to be ahead next month when the actual numbers are posted. Revenues are running well ahead of the six (6) year average. Mr. Schaiberger asked Captain Beach if he had any suggestions regarding his comment last month regarding using EMS expenditures for purchases if the receipts exceed the budget. Captain Beach noted that the intent was to help procure monitors.

Capital Projects. Exhaust System. Chief Bennett has submitted some information to the USDA. Chief Bennett noted that he found a new potential grant firm for the exhaust system and cardiac monitors, which is the Denver Foundation. They do not talk about 501C3 organizations but does talk about non-profit organizations. They may fund certain projects except for previous expenses or for capital projects for building construction. No percentages were noted. Chief Bennett noted that the exhaust fan project in the walls is still an option. Mr. Schaiberger noted that if they continue to postpone the wall stuff, winter weather will be upon us and that is a miserable time to knock holes in walls and doing construction. Mr. Schaiberger noted Rye Fire's historic history of not being able to obtain grants. Mr. Schaiberger asked about the cost for the fans. Chief Bennett noted that he believes that no formal cost estimate has been completed and submitted to the board for the fans in

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the wall units. Chief Bennett noted that he could go obtain a cost based upon his knowledge, but the actual cost maybe significantly different if Mr. Graber obtained it due to his knowledge of the actual requirements. Mr. Schaiberger does not want to wait until fall to still have this conversation and the snow starts flying and still have the safety concern. The board noted the intent to move away from AirPro and go back to the original design noted by Mr. Graber at this time in order to decide which system to utilize. It was noted that either an Architect or Structural Engineer will have to be involved in the design. Chief Bennett noted that the Denver Foundation does have a deadline of August 1<sup>st</sup> and up to six (6) months get notice of award. Mr. Rice asked if there was any data which would determine the effectiveness of either system. Chief Bennett noted that several local agencies have gone to the fan in the wall design. The Board decided it would be a wise decision to get a design and estimate from Mr. Graber. Mr. Schaiberger noted he will E-Mail Mr. Graber informing him of the Board discussion to move forward with the wall exhaust system at this time.

## Fire Chief Report

**May 2019**

**Statistics.** In the Month May 2019, Rye Fire responded to 82 calls for service of which 64 were EMS related and 18 were fire related. In comparison with previous year this is an increase of 0% from 2018 and an increase of 0% from the 5-year average of 82.

**Administration/ Operations.** Still awaiting a grant cycle for the cardiac monitors. No options for grants are available currently. Chief Bennett noted the Denver Foundation may be an option for grants.

Obtained information from Beulah on the grant and obtaining information from USDA for grant specifically for exhaust removal systems. Steve from AirPro is also sending information containing other outlets that are possible to obtain grant through. Grant request will either be 95/5 or 90/10. It is still in the works to get completed. This will continued to be evaluated for now and Chief will keep the drawings presented earlier.

We did not receive 100% of the Burnt Mill Road petitions back for the inclusion, which was required to move forward. Approximately 28% were returned even after Rye Fire extended the deadline three (3) times, sent letters, and offered to host a community forum. Discussion later in the meeting involved possibly doing Contracts with homeowners for fire only. EMS discussion was held but decided that the Contract should be for Fire Response only. A copy of the current Colorado Resource Rate Form (CRRF) 2017 was included in the Board Package. This is the rates currently charged for Interagency Response and can be used as rates for potential Contracts. Chief Bennett noted that these rates do not include any staffing. Chief will work on potential rates for staffing. The Board looked at various types of Contracts and options for providing service. Board decided to ask the residents of this area for their input as to the needs and options that may suit their needs.

Put together information regarding educational funding for Paramedic and Intermediate programs agreement, which will be tweaked to accommodate Rye Fire needs. Refer to the Task List and Old Business for more info.

CREATE grants through the state are in the process to aid in funding for education fees staffing has.

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

Provided assistance to the schools with their monthly fire drills.

Hosted Bountiful basket pickup location at Fire Station in Colorado City. Mr. Schaiberger asked if there was posted information regarding this event and noted it would be nice if the paper would carry this in the newspaper. It is every other Saturday and the last event was this past weekend. Next event will be the 29<sup>th</sup>. Les Coy organizes the event.

Personnel attended Crimewatch meeting.

**Training.** Training has been ongoing. Fire training covered helicopter safety, refresher training for Basic wild land firefighter and basic fire weather, Hazardous materials operation training completed all personnel are at the Operations Level minimum. Rescue vehicle orientation. EMS training is ongoing with a new topic every 6 days providing continuing education for annual requirements. Dr. Weber (physician advisor) conducted a training at the station in Colorado City for the staff, he tries to do this on a monthly basis.

### **Task List.**

- **Fire Hydrants.** Testing on hold. Was going to start testing last month, but too busy to consistently test the hydrants. Should start this month.
- **Exhaust System.** Refer to Capital Projects under Treasurer's Report.
- **Inclusion Information.** Refer to Old Business.
- **Hatchett 33,000 Gallon Tank.** Straight Line Construction drilled 14 holes and leveled the tank. Waiting on the concrete to cure before refilling the tank. Another tank on Burnt Mill Road about ½ mile east of the 3R intersection will be filled with about 7,000 gallons that was installed by a property owner.
- **Pueblo Regional (Pine Cone Road).** All addresses are now off Highway 165. Two (2) addresses on Pine Cone Road need to be changed and Pueblo Regional is working with the homeowners. A new stop sign was installed that meets CDOT specifications. Signs will need to be installed by the homeowners entering the area directing people to the various address numbers.
- **Educational Agreement.** The Board is putting together an educational fund which will help staff further their education and retain employment with Rye Fire after the education is complete. Chief Bennett noted that he included a copy of a draft agreement in last month board packet for review. It was noted by the Board that they would like to have employees apply for the CREATE grant in addition to the Educational Fund. Mr. Schaiberger noted that his input is that Rye Fire should offer to help up to 50% of the cost and require a three (3) year commitment to the District. Mr. Rice inquired to the Board if they believe that they should limit the number of uses of this fund each cycle. No formal decisions were made regarding details. Chief Bennett asked that the Board review the draft agreement by the end of the week as he was going to meet with Legal Counsel soon and would like to present this to him for his review.
- **Bank CD Options.** During the Treasurer's Report, Chief Bennett reported that the rates are not good at this time for CD's with the best rate he found was 0.25% for 13 months on \$100,000. Chief Bennett is looking into rates for Treasury Bills, which may yield a better return on investment, but what are based upon CD's.

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### Old Business

#### Upcoming Year Projects

- Burnt Mill Properties – CRRF Agreement. We did not receive 100% of the Burnt Mill Road petitions back for the inclusion. Approximately 28% were returned even after Rye Fire extended the deadline three (3) times and offered to host a community forum. Discussion was held involving possibly doing Contracts with homeowners for fire only. EMS discussion was held but decided that the Contract should be for Fire Response only. A copy of the current Colorado Resource Rate Form (CRRF) 2017 was included in the Board Package. This is the rates currently charged for Interagency Response and can be used as rates for potential Contracts. Chief Bennett noted that these rates do not include any staffing. The dollar value for staffing will vary between part-time and full-time staff. Chief will work on potential rates for staffing. The Board discussed various types of Contract Firefighting and options for providing service. One option would be to charge the Mill Levy for the property. Another option would be to charge the CRRF Rates for all incoming units. Pueblo County Dispatch can flag certain homes with Rye Fire as the responding agency for fire calls. In the event of an emergency, Rye Fire will bill like the Interagency Incidents. If a Contract Agreement is in place, the homeowners can take advantage of the District's ISO rating. This Contract maybe fire only with no In-District EMS benefits. Rye Fire's Board decided it was in the best interest for this subject to ask the residents of this area for their input as to the needs and options that may suit their needs.
- Hydrants Colorado City – Testing on hold. Was going to start testing last month, but too busy to consistently test the hydrants. Should start this month.
- Educational Fund. Chief Bennett noted that he included a copy of a draft agreement in last month board packet for review. It was noted by the Board that they would like to have employees apply for the CREATE grant in addition to the Educational Fund. Mr. Schaiberger noted that his input is that Rye Fire should offer to help up to 50% of the cost and require a three (3) year commitment to the District. Mr. Rice inquired to the Board if they believe that they should limit the number of uses of this fund each year. No formal decisions were made. Chief Bennett asked that the Board review the draft agreement by the end of the week as he was going to meet with Legal Counsel soon and would like to present this to him for his review.
- Fires in Region. Chief Bennett that there is a fire on the backside of the Greenhorn. This is the responsibility of the forest service. The Reveille Fire is located near the top of Greenhorn in extremely rough terrain and is not accessible by equipment. The fire is about 200 acres in size and the forest service is trying to complete some backburning to help contain the fire. The fire is expected to burn up to 3-4 months and could be as large as 4-4,500 acres when extinguished. It is expected that lightning started the fire.
- Staffing. Chief Bennett noted that he hired two (2) additional EMT/Firefighters. One was an Army Medic and the other is a new EMT. Both are undergoing Rye Fire Training and orientation and do not require any additional gear.

### New Business

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None

**Adjourn**

Motion to adjourn was made at 6:26 P.M.

Motion: Mr. Rice

Dated this 17<sup>th</sup> day of June 2019.

A handwritten signature in black ink that reads "Beach". The signature is written in a cursive style with a large initial "B".

Submitted by Jim Beach, Captain