

**The Rye Fire Protection District**

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF  
DIRECTORS MEETING  
Regular Meeting February 17, 2014**

Present: Directors – Mr. John Schaiberger, Mr. Jim Elliott, Mr. Mike Davis, Mr. Steve McDowell  
(joined at 7:03 p.m.)

Absent Directors – Mr. Wade Wills

Others - 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. Schaiberger introduced the present board members.

**Approval of Agenda**

The following items were added to the agenda:

- Old Business – Audit Update
- New Business – Next meeting to discuss FPPA Terms to ensure we are not obligated to a program that we cannot afford.

Motion to approve Agenda for February 17, 2014 Regular Meeting with the changes noted.

Motion: Mr. Elliott  
Second: Mr. Davis

Further Discussion: None.

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

**Public Comments on Non-Agenda Items**

None.

**Minutes of January 17, 2014 Regular Meeting**

It was noted that Mr. Elliott’s name is spelled with two (2) t’s. Correction noted for page 2 of 7.

## The Rye Fire Protection District

Mr. McDowell joined the meeting at 7:03 pm.

Motion to approve Minutes of January 20, 2014 with the change noted.

Motion: Mr. Davis  
Second: Mr. Elliott

Further Discussion: None.

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

### Treasurer's Report

Accounts Receivable and Accounts Payable discussion. Mr. Schaiberger noted the updated cash balance. The budget report should be changed to read "Current Year Actual 2014". Question arose as to why line item transactions include a credit and debit. Chief Bennett suggested sitting down with Donna to get the answer to better explain the report. No payroll was noted because of 2 month of entries last month. Line item #7117 is Billing Adjustments which has a direct relationship to billings. Under budget report, Account #6310 is for January and February Employee Health Insurance expenses. A recent workmans compensation audit noted an overpayment of about \$900, which will be returned sometime this month. Question arose to what was included in #7111 (Admin Expense-Other). It was noted that it included MSEC expense and Metro expense. Under checks, there were several to Steve Mullis with credits and debits. Chief Bennett to verify accuracy. Question arose to the cost of propane from Ludvik. Mr. McDowell will investigate pre-payment or purchasing a tank to get the best price on propane. Engine replacement bill was just over \$17,000 but not included in these reports. A partial payment to Pinnacol will be done and a Board Member will make a phone call to dispute the bill which will put a freeze on the account for now. EMA payment was questioned and is a set fee based upon receipts. The auditor payment is one-half of the 2012 Audit Report Fee charged.

EMA reports were reviewed. It was noted that collections exceeded the budget for last month.

Motion to accept Accounts Receivable and Accounts Payable for the month of January 2014 with follow-up items as noted.

Motion: Mr. Davis  
Second: Mr. Elliott

Further Discussion: None

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

### Fire Chief Report

## The Rye Fire Protection District

**Statistics.** In the Month January 2014, Rye Fire responded to 44 calls for service of which 35 were EMS related and 9 were fire related. In comparison with previous year this is an increase of 0% from 2013 and a 4% increase from the 5 year average of 42.

**Administration/Operations.** Developing additional SOG's as well as updating current SOG's. Auditor is scheduled to work on audit the week of March 17, 2014.  
Help with interview process with Pueblo Fire Department.  
New Copier installed, new processes implemented to help speed the billing process and reporting features to the receiving hospitals.  
Assisting the State of Colorado with Plan Reviews for the remodel of Rye High School.

**Prevention.** Provided tours for the public at both fire stations throughout the month.  
Assisted schools with their fire drills and evacuations.  
Provided Mitigation assessments for various homeowners throughout the District.

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

**Other Discussions.** It was noted that the task list provided was helpful. Following were updates to the task list.

The title for the Pepsi truck was completed and picked up by Mr. Clennin today.

Shadow box is complete and installed at Station #1.

The fee for Colorado City Metro is \$800 per month per the agreement. Last month was higher because they were processing 2013 items.

Towing is not included in the insurance policy, but can be added.

It was noted to check with the County on pricing for signage for the AMR Ambulance.

It was noted that the bank fees cannot be waived by the local branch. Need to contact Pueblo Branch for approval to waive the fees.

Pricing of tires was discussed and Mr. Schaiberger asked that Moore's Auto be contacted to provide pricing.

## Receive or Act on Board Correspondence

Chief Bennett noted that Rye Fire received a plaque from the Colorado Springs Fire Department for our assistance on the Waldo Canon Fire.

## Old Business

## Election Updates

## **The Rye Fire Protection District**

Mr. Dave Valdez is the Designated Election Officer (DEO) for the Board Member Election in May. The notice has been placed in the paper for the election. A question arose as to residents in Huerfano County and Custer County and their ability to vote and how their votes will be counted. Mr. Mike Davis will look into this. It was noted that the last day for Self Nominations is February 28<sup>th</sup> at 3:00 pm. Mr. Valdez will remain at work to receive any nominations. The write-in candidates are due by the 3<sup>rd</sup> at 5:00 pm. If the nominees do not exceed the vacancies, then the election will be cancelled on the 4<sup>th</sup>.

### **Task Updates**

Were discussed during the Fire Chief's Report.

### **Hatchet Ranch Updates**

Mr. Elliott noted that the 13,000 gallon tank was moved by Kirkland Construction. Mr. Schaiberger noted that he is working on various options to get the 30,000 gallon tank moved intact. The tank weighs approximately 7,500 pounds. There are four (4) movers likely and the possibility of flying the tank. All avenues will be pursued. Mr. Elliott noted that the Homeowners Associations (both sides) have approved installing the fiberglass tanks above ground, which will save money. Installations of the tanks can proceed. Will have to bury one (1) tank on the east side and two (2) on the west side. Mr. Elliott will get updated pricing. Mr. Elliott noted that on behalf of both Homeowner Associations a letter of thanks was sent to Kirkland Construction for their community help.

### **HR Discussion**

Mr. Schaiberger has been in contact with our representative from Mountain States Employers Council (MSEC). Various samples of policies were passed around. It was agreed that our point person will attend next month's Executive Session, which will be held prior to the regular meeting at 6:00 p.m. to go over various topics and be introduced to the Board. Mr. Schaiberger discussed the Interagency Activities with MSEC and further review by MSEC will be done.

### **New Business**

#### **Resolution 14-008 – Appointing and Designation DEO**

This resolution is to name Mr. David Valdez as the Designated Election Official (DEO) for the regular special district election scheduled for May 2014 and to, if necessary, cancel the election.

Motion to adopt Resolution 14-008 Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election.

Motion: Mr. Elliott  
Second: Mr. McDowell

## The Rye Fire Protection District

Further Discussion: Since Mr. Wills was not present, the Resolution will be changed to allow Mr. Davis to sign as Vice-Chair.

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

### **IGA Between Pueblo County and Rye Fire for Election**

This interagency agreement is between Pueblo County and Rye Fire to set forth the tasks to be completed by the County Clerk and the District in the conduct and finance of the May 6, 2014 election. The agreement noted that Rye Fire Protection District encompasses only territory within Pueblo County and that the agreement shall be construed to apply only to Rye Fire Protection District within Pueblo County. Since Rye Fire has areas within Huerfano County and Custer County, further review is necessary.

Motion to approve the Intergovernmental Agreement pending that it includes all areas within Rye Fire Protection District including those in Huerfano County and Custer County.

Motion: Mr. Davis  
Second: Mr. Elliott

Further Discussion: None.

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

### **Adjourn**

Motion to adjourn was made at 8:21 P.M.

Motion: Mr. Davis  
Second: Mr. McDowell

Further Discussion: None

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

Dated this 17<sup>th</sup> day of February 2014.



**The Rye Fire Protection District**

Submitted by Jim Beach, Captain