

**The Rye Fire Protection District**

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF  
DIRECTORS MEETING  
Special Meeting July 21, 2014**

Present: Directors – Mr. John Schaiberger, Mr. Jim Elliott, Mr. Mike Davis, Mr. Garry Melchi

Absent Directors – Mr. Wade Wills

Others - Chief Steve Bennett, Captain Jim Beach, Firefighter Talon Edwards, Firefighter Mike Christian

**Call to Order**

The meeting was called to order at 6:02 p.m. by Mr. Mike Davis

**Roll Call**

Mr. Davis introduced the present board members.

**Approval of Agenda**

Mr. Davis asked for approval of the agenda.

Motion to approve Agenda for July 21, 2014 meeting as posted.

Motion: Mr. Elliott  
Second: Mr. Melchi

Further Discussion: None.

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

**Public Comments on Non-Agenda Items**

None.

**Receive or Act on Board Correspondence**

None.

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### Audit Update

Mr. Todd Mihelich, CPA for McPherson, Breyfogle, Daveline and Goodrich, PC reviewed the 2013 Audited Financial Statements. Mr. Mark Paolucci was also present. They also reviewed the significant findings report and internal control deficiencies report. They noted that things are continuing to improve and noted significant improvement over previous years and that there were very few findings to report. The Board was complemented on their efforts towards the improvements.

After the audit report, Mr. Schaiberger noted an item was not included in the agenda, which was election of Board Officers, which is to be done in July after new board members have taken their seat.

Motion to postpone election of Board Officers until the August meeting to allow it to be adequately posted.

Motion: Mr. Davis  
Second: Mr. Melchi

Further Discussion: None.

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

Ms. Donna Pickman was present to answer questions regarding the monthly reports that she provides to the board. On the Income/Expense Summary, the Operations revenue line item comes from the Total Operations Revenue on the budget sheet. This includes Interagency Fire Fighting and EMS Billings. This is what is billed and not what is actually received. After reviewing the reports and showing how they interact, the Board had a better knowledge on their interworkings.

### Minutes of June 18, 2014 Regular Meeting

It was noted that Mr. Wills and Mr. Davis did not vote to adjourn as they were not present at the meeting. The minutes are changed to reflect the following:

Motion to approve the Minutes of the June 18, 2014 as noted.

Motion: Mr. Elliott  
Second: Mr. Schaiberger

Further Discussion: None.

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

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### Treasurer's Report

Accounts Receivable and Accounts Payable discussion. No questions on Accounts Receivable. Inquiry on GoDaddy payment is for the annual website fee. Last month Colorado City Metro fee was lower because they did not drop their fee in January as agreed. Thus last month was lower to compensate. Now back at \$800 per month as agreed. It was noted that the insurance payment was received for the command vehicle and was enough to cover the new vehicle plus a center console and lights. It was noted that Chief was able to negotiate a better deal for the vehicle. It is expected that after this last unemployment tax payment (for persons who filed unemployment) that this debt will be satisfied. The auditor's will be filing their report this week and they have not billed for their services. It is expected that their bill will be less than last year at around \$8,000.

It was noted that the EMA Report for Ambulance Revenue is down from the projections with billings up. Collection rate is in-line with last year, but down about 1% from last month. Chief Bennett noted that he expects it to pick-up.

Motion to approve the Revised Accounts Receivable, Accounts Payable and EMA Report for June 2014.

Motion: Mr. Melchi  
Second: Mr. Elliott

Further Discussion: None.

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

### Fire Chief Report

**Statistics.** In the month of June 2014, Rye Fire responded to 67 calls for service of which 47 were EMS related and 20 were fire related. In comparison with previous years this is an increase of 4% from 2013 and an increase of 15% from the 5 year average of 58.

**Administration/Operations.** New grant request for Bunker gear was submitted to FEMA and we are still awaiting a response.

Grants are being researched to purchase personal protective equipment.

Cache supply building location and construction is being coordinated with the USFS representative. This will be located in San Isabel by the work center. This building will house additional tool and equipment.

We have acquired the new ambulance. This unit is not in-service yet as the radios and decals need installed. The decals will be installed after the wait time for the curing of the paint had passed.

Acquired new Chief vehicle, light packages has been ordered the decals will be ordered soon.

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Huerfano Ambulance will be giving us a Stryker Cot so all of our ambulances have cots. They upgraded their cots so they have an extra one.

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

**Training.** Training has been ongoing throughout the month. Fire training Map training, wildland fire training, road familiarization. EMS training is ongoing with a new topic every 6 days concerning procedure changes, protocol changes and continuing education.

## Old Business

### Slash/Branches Drop Off/Mitigation

The homeowner that was contacted will not be allowing his site to be used due to insurance concerns. Chief Bennett noted that he has no other options so asked the Board to keep this in mind.

The proposed mitigation program proposal was discussed. Chief Bennett noted his concerns with overtime issues. He has been in contact with various Chiefs from around the state and they have expressed the same concern. After discussion with the Board, they also echoed the same concerns. In order to shield the Department from some of the concerns, a separate entity would possibly need to be created. More research is necessary.

### Hatchet Ranch Updates

Mr. Elliott noted that there are two (2) above ground tanks are sitting on their pad awaiting piping. Captain Beach reviewed the packet that was sent to the Board on June 18<sup>th</sup>. Two (2) options were proposed for piping above storage tanks. This did not include the 30,000 gallon tank. The concern is to protect the piping from freezing in cold weather and still make operating the system easy. The tank at Muddy Creek will have to be researched further on how to get water from this tank which will be buried on a steep grade. Several options for protecting the piping were discussed and will be researched further. The movement of the 30,000 tank is moving forward, but Mr. Schaiberger has not heard anything in a couple weeks. The tanks for the West Hatchet Ranch are ready to install and plumb. The large 11,000 gallon underground tank is also ready to plumb with some welding. There were concerns having Firefighter Larry Archuleta do the plumbing as he is only here a couple days each week and would create a longer installation time. Chief Bennett noted that his schedule can be adjusted accordingly to allow the plumbing process to be completed expidiciously. Chief Bennett will get the easements filed with Pueblo County.

Motion to proceed on the plumbing two (2) above ground tanks for East Hatchet Ranch (10,000 gallon tank at Willow Spring Drive and 13,800 gallon tank at Railroad Springs) without using a fire hydrant.

Motion: Mr. Melchi  
Second: Mr. Schaiberger

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Further Discussion: Further research will be done before winter to protect the piping in cold weather.

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

### Drafts of Personnel Policies

As noted earlier, MSEC is reviewing our current Personnel Policy and how the new updates with fit. Several lawyers are reviewing this subject.

### Health Insurance Probabilities

Chief Bennett found out that Rye Fire does not need to reclassify the part-time employees in order to provide insurance. Employees need to work an average of 30 hours per week. The average hours will be in line with our currently established 28-day guidelines.

Motion to allow Part-Time Employees to purchase Health Insurance from our carrier.

Motion: Mr. Schaiberger  
Second: Mr. Melchi

Further Discussion: None.

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

### Other Old Business

Bank Signature Cards. Mr. Davis has not signed the cards at Canon National Bank who will get this completed this week.

### New Business

#### Interagency

A lengthy discussion regarding Rye Fire going out on local interagency fires occurred. Chief Bennett noted that during the Florence fire, Pueblo West sent a truck out for nine (9) days which probably brought in a net amount of \$8-\$9,000. Chief noted that this would be local only, would not leave this District empty handed and only on a trial basis for 1 vehicle at a time to see if it will work. It was noted that one (1) assignment could potentially fund a number of structure bunker gear sets or PPE. Local would be in this area, not Georgia or California. Chief noted that the City of Pueblo has several individuals who could help man the vehicle, but they do not have the vehicle. City of Pueblo would process and pay their own employees. It was agreed that a Rye Fire employee needs to be dispatched with the vehicle. It was noted that any breakdowns during the assignment are covered by

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the government. It was noted that there is a concern regarding pay for the individuals from Rye Fire. Chief Bennett noted that most part-time employees could not wait for months to get paid, thus it was noted that most generally the full-time employees would be utilized. It was asked of Chief Bennett which vehicles could be sent out. He noted that it would be the Peterbuilt, E13 and E16 only. Because of serious misuse by previous staff, the board will not approve anything until the Chief has more information and guidelines presented to them.

### Other New Business

Mr. Elliott noted the Board should start discussing long range planning for property, equipment, and PPE now that the financial crisis from a couple years ago appears to be behind the Board. All Board Members were in agreement. A workshop session will be set up in the future for more discussions.

### Adjourn

Motion to adjourn was made at 8:17 P.M.

Motion: Mr. Elliott  
Second: Mr. Melchi

Further Discussion: None

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

Dated this 21<sup>st</sup> day of July 2014.



Submitted by Jim Beach, Captain