

## **The Rye Fire Protection District**

### **MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING Regular Meeting July 16, 2018**

Present Directors – Mr. John Schaiberger, Mr. Rich Simpson, Mr. George McGoff, Mr. Michael Graber

Absent Directors – Mr. Wally Rice

Others - Chief Steve Bennett, Captain Jim Beach

### **Call to Order**

The meeting was called to order at 5:00 p.m. by Mr. Schaiberger, who chaired the meeting.

Mr. McGoff and Mr. Graber were sworn as Rye Fire Protection District Board Directors by Mr. Schaiberger, Board Chairman.

### **Roll Call**

Roll call was taken and present members were introduced. Mr. Wally Rice was an excused absence.

### **Approval of Agenda**

Mr. Schaiberger asked for any additions or changes to the meeting agenda. The following modifications were noted: (1) no exhaust meeting will be held this month due to miscommunication; (2) review capital projects; (3) update on fires in the region; (4) staffing; and (5) painting of fire hydrants.

Motion to approval of the agenda for July 2018 with the noted additions.

Motion: Mr. McGoff  
Second: Mr. Simpson

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

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**Audit Report**

Mr. Brian Andrews, representing McPherson, Breyfogle, Daveline & Goodrich, PC, was present to review the final Audit Report with the Board. He went over the Review of Management Issues report which noted no concerns. He then read the Letter to Governances. He reviewed the Auditor’s Report and answered several questions. Mr. Andrews did note that there were several accounting concerns due to last year’s turn over with Colorado City Metro District and their accounting, but also noted that it appears that everything has been corrected and is now following correct procedures. A list of journal entries were presented. The Statement of Revenues, Expenditures and Changes in Fund Balance showed a positive change which the Auditor attributed to the recent mill levy increase and noted by the auditor that this was positive sign. The Restricted Net Position on the Report was discussed. Chief Bennett will do more research to ascertain activities associated with the balances.

Motion to approve the Audit Report as submitted by McPherson, Breyfogle, Daveline & Goodrich, PC for submittal to the State of Colorado.

Motion: Mr. McGoff  
Second: Mr. Simpson

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

**Receive or Act on Board Correspondence**

None.

**Public Comments on Non-Agenda Items**

None.

**Approval of Minutes**

Mr. Schaiberger asked for approval of the minutes of June 2018. Page 5 of 6, first word should be “contiguous” in lieu of “contagious”.

Motion to approval of the meeting minutes for June 2018 with the noted change.

Motion: Mr. McGroff  
Second: Mr. Graber

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Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

### Treasurer's Report

Accounts Receivable. Chief Bennett reviewed the reports in Mr. Rice's absence. The individual reports were reviewed. Chief Bennett noted that the property tax income is at about 75%. The EMS billing was discussed and will be noted below. Chief Bennett will research what was spent last year for capital projects, including what is included in the audit report and report back to the Board. This will be reviewed next month with the potential of moving \$75,000 from the general fund to the Capital Reserve.

Accounts Payable. Chief Bennett noted that the budget is at 50% for the year and payroll is slightly over at 51%. Under line #71102, the \$1,150 expense is for the jackets and will be reallocated to the proper account. In the Bank Reconciliation Report, there is an entry in the amount of \$1,151.46 which Colorado City Metro is researching.

Motion to accept the Treasurer's Report for Accounts Receivable and Accounts Payable for June 2018.

Motion: Mr. Simpson  
Second: Mr. McGoff

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

Emergency Medical Services. Captain Beach reviewed the June 2018 EMS Graph noting that collections continue to be above the current year budget. Billings are down slightly compared to the budget but not a concern. The year-to-date collection percentage is running about 33%. It was noted that this time last year, the amount of money owed to Rye Fire for EMS Services was nearly \$350,000 and last month it was just under \$52,000. This figure on January 1<sup>st</sup> was over \$146,000. This drop is being contributed to the new EMS Billing Companies billing procedures.

### Fire Chief Report

**Statistics.** In the Month June 2018, Rye Fire responded to 104 calls for service of which 80 were EMS related and 24 were fire related. In comparison with previous year this is an increase of 30% from 2017 and an increase of 30% from the 5-year average of 80. This is the highest amount of calls

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that we have had for the month of June since we have been tracking.

**Administration/ Operations.** Safety PPE has been received a grant will cover 50% of purchase, Special Districts is processing payment of the 50% and should be received in the next few weeks. With the amount of fires and incidents that have occurred during the nighttime it has become evident that personnel need headlamps for both their structure helmets and wildland helmets for safety out in the dark. Speaking with Special Districts this would be covered under the grant and they will fund 50% of that purchase our portion after purchasing and getting reimbursed is approximately \$1,500, this would outfit every employee both wild land and structure. Chief Bennett also noted that recently we have received about \$600 in donations.

Motion to allow Chief Bennett to spend approximately \$1,500 to purchase new headlamps for employee's structure and wildland helmets from the General Fund.

Motion: Mr. Simpson  
Second: Mr. McGoff

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

Hydrant testing was put on hold due to water conservation through our drought period. However, if there are hydrants that need checked for operability will test them for operability at this time but not flow rates. Once testing resumes, Chief Bennett has access to funding to pay for painting of hydrants.

Options are still being researched for Life Pak 15 cardiac monitors.

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

Attended Greenhorn Valley Neighborhood watch meeting to discuss potential fire issues and fire mitigation issues along with the Sheriff's office and provided a Fire Wise Presentation.

**Training.** Training has been ongoing. Fire training covered water and fire streams, ropes and knots, fire extinguishers types and uses and application. EMS training is ongoing with a new topic every 6 days providing continuing education for annual requirements.

### **Task List.**

- Fire Hydrants. Testing on hold due to drought conditions.
- Exhaust System. Refer to Old Business.
- Inclusion Information. Refer to Old Business.

## Old Business

### Exhaust Removal Systems

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Due to miscommunications, Ward Exhaust Filters could not attend tonight. Rescheduled for next month. Mr. Graber asked to be included in the discussions due to his background.

### **Burnt Mill Properties**

Mr. Schaiberger and Chief Bennett met with the District's Legal Counsel who provided a letter outlining requirements for the proposed inclusion including estimated fees from Legal Counsel. Nobody was present at this meeting from the inclusion. A copy of the letter will be sent to Mr. Terry Smith. It was noted that all future meetings should have the following individuals present: (1) Legal Counsel, (2) Mr. Schaiberger, and (3) Chief Bennett. This is to ensure continuity of information being presented and shared. Until a firm inclusion area is defined by the inclusion community, no firm estimate of expenses can be prepared.

### **New Business**

#### **Updated Signature Cards**

Chief Bennett noted that new signature cards are required at the bank for all new and existing Board Members

Motion to rescind former Board Members and add newly elected Board Members to the Bank of the San Juans signature cards for Rye Fire Protection District.

Motion: Mr. Simpson  
Second: Mr. Schaiberger

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

### **Election of New Officers**

Annual election of officers took place.

#### **Chairman of the Board**

Motion to nominate to elect Mr. John Schaiberger Chairman of the Board.

Motion: Mr. Simpson  
Second: Mr. McGroff

Further Discussion: No further nominations. Mr. Schaiberger accepted the nomination.

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Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

### Vice-Chairman of the Board

Motion to nominate to elect Mr. Simpson as Vice-Chairman of the Board.

Motion: Mr. Graber  
Second: Mr. McGroff

Further Discussion: No further nominations. Mr. Simpson accepted the nomination.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

### Secretary/Treasurer of the Board

Motion to nominate to elect Mr. Wally Rice as Secretary/Treasurer of the Board.

Motion: Mr. Simpson  
Second: Mr. McGroff

Further Discussion: No further nominations. Mr. Rice was not present to accept the nomination.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. McGoff, Mr. Graber  
Nay: None

## Adjourn

Motion to adjourn was made at 7:03 P.M.

Motion: Mr. Graber

Dated this 16<sup>th</sup> Day of July 2018.



Submitted by Jim Beach, Captain