

The Rye Fire Protection District

MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING Regular Meeting July 15, 2019

Present Directors – Mr. John Schaiberger, Mr. Rich Simpson, Mr. Wally Rice, Mr. Mike Graber

Absent Directors – Mr. George McGoff

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.

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. Mr. Schaiberger asked the Board about voting of officers tonight. He noted that it was missed on the agenda and generally officers are elected in July. However, he noted that since it was not on the posted agenda, he would prefer to delay until next month for transparency purposes. The Board agreed.

Motion to approve Meeting Agenda for July 15, 2019 as posted.

Motion: Mr. Simpson
Second: Mr. Schaiberger

Further Discussion: None.

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

Receive or Act on Board Correspondence

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None.

Public Comments on Non-Agenda Items

None.

Approval of Minutes

Mr. Schaiberger asked for approval of the minutes of June 2019. Mr. Schaiberger thanked Captain Beach for the attention to detail regarding the minutes.

Motion to approval of the meeting minutes for June 2019 as presented.

Motion: Mr. Rice
Second: Mr. Graber

Further Discussion: None.

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

Treasurer's Report

Accounts Receivable/Payable. The Board is looking for avenues to generate some revenue from the Capital Account. Information has been received from C-Safe and awaiting information from Colo Trust. Chief Bennett and Mr. Schaiberger will be meeting in person with Colotrust; nothing yet arranged with C-Safe. C-Safe for more information. Chief Bennett did some research with Colo Trust and the rate is approximately 2-2.45%. A long term CD is about .25%. This is significantly more than was quoted last month by Bank of the San Juans. It is unclear if ENT works with Public Funds. There was a lengthy discussion by the Board to keep business within the Valley if the service is solid and the price is reasonable. Mr. Schaiberger noted that taking the service to outside the Valley maybe good for accountability and auditing purposes. The Board will look at possible sources outside the Valley and if a better source is found, give the local source a chance at providing a second chance of providing competitive rates. Mr. Schaiberger noted that if the money is in invested fund, then stringent procedures should be in place for limiting movement of funds from an investment fund.

The financials were reviewed. The Oper-Fleet item includes the lease payment and the tool grant with the income from the grant in the revenue section. The totals on the Income/Expense Summary are year-to-date. Mr. Rice noted that the budget is now at 50% for the year. For the Cash Accounts Summary, the Interagency Account was automatically closed by the bank when the account went to zero balance. It was reopened with \$0.50 to keep the account open. The Capital Account was discussed as projects to complete as discussed during the Mill Levy election. Chief Bennett will

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research to verify if this years infusion of \$75,000 has been completed and reflected in the balance shown.

Mr. Schaiberger notified the Board that he received word that the Audit was delayed and he signed/submitted an extension request for this year today in order to avoid penalties. Mr. Schaiberger will investigate as to why the delay occurred. The Board committed six (6) years ago to always file on time.

A list of bills to sign and pay was passed out at the meeting. The Straight Line Construction bill is per their bid. The ROI Fire & Ballistics check is for two (2) sets of structure gear (Lt. Anderson & FF Cerda). Their existing gear was hand-me-down and did not fit properly. There was an insurance payment that was in error and a check is included in the bills to reimburse the insurance company. The first San Isabel Electric was a void entry. The second entry for San Isabel Electric is for two (2) months since the on-line system did not pull on-time last month. The San Isabel Electric invoices were grouped as the attached report was not the standard report.

Emergency Medical Services. Captain Beach noted that billings are up 16% ahead of budget and payments are over 33% above budget. If things continue on this track, EMS revenue will exceed the proposed budget. Included in the Board Packet were two (2) additional items that were new. Both are worksheets that Chief Bennett uses to produce the EMS report that is sent to Captain Beach to produce the monthly bar chart. Chief Bennett reviewed the work sheets and showed how the numbers are transferred to the reports. Chief Bennett was asked if he is satisfied with the quality of services by EMS Billing and he noted his approval. Chief Bennett reviewed the flow of a typical EMS trip report from the completion of the report by RFPD Staff Member to how it is received by EMS Billing and billed to the quality check completed by the RFPD Physician Advisor.

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

Motion: Mr. Simpson
Second: Mr. Graber

Further Discussion: None.

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

Capital Projects. Exhaust System. Mr. Graber did some in-depth design work and found that a total of seven (7) (4 for Station #3 and 3 for Station #1) large exhaust fans will adequately exhaust the fumes. Each fan will move roughly 10,000 CFM, or about a full air change per minute for each building. He found the fans at Northern Tool for roughly \$4,500 total, including louvers and shipping. The personnel can do the wall cutting with our current demo saws. The additional cost will be for electrical wiring and controls. Chief will contact a local electrician to see if they will assist and allow a Master Electrician on our staff to assist to help lower the cost. Mr. Graber will provide a lintel detail for support. There was a discussion regarding placement and whether they should be high on the wall or low on the wall. It was noted that recent building tours of newer stations has shown these to be high on the wall including Pueblo, Beulah, and LaVeta Fire Stations. The final placement was not determined but appeared to lean toward the higher location on the walls. Mr.

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Graber with work with Chief Bennett to locate the fans at each station. Inspections will be determined. Chief Bennett noted that the garage doors at Station #1 are very old. Mr. Schaiberger complimented Mr. Graber on the professional design for this project which is above and beyond his board member responsibility and recommended a stipend for his services. Mr. Graber thanked the board, but declined noting that this was his contribution towards providing a safer environment for the staff working the stations.

Motion to allow up to \$15,000 in expenses towards this Capital Improvement Project and if further funds are required to come back to the Board for approval.

Motion: Mr. Simpson

Second: Mr. Rice

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. Rice, Mr. Graber

Abstain: None

Nay: None

Fire Chief Report

June 2019

Statistics. In the Month June 2019, Rye Fire responded to 104 calls for service of which 83 were EMS related and 21 were fire related. In comparison with previous year this is an increase of 0% from 2018 and an increase of 19% from the 5-year average of 87.

Administration/ Operations. Still awaiting a State of Colorado grant cycle for the cardiac monitors.

Submitted information to the Denver Foundation for grant funds for cardiac monitors.

Continue to put together information regarding educational funding for Paramedic and Intermediate programs. Updated agreement in the Board Packet.

Create grant submitted for employees furthering their medical training. Currently this includes 1 staff working on their paramedic program and another going to take the Intermediate to Paramedic Bridge Program.

Prevention. Boy Scout Camp inspection and developed landing zones for helicopter evac.

Continued 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.

Training. Training has been ongoing. Fire Operations and mapping. EMS training is ongoing with a new topic every 6 days providing continuing education for annual requirements. Dr. Weber

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(physician advisor) conducted a training at the station in Colorado City for the staff, which continues on a monthly basis.

Task List.

- Fire Hydrants. Testing started back up in June. There was a concern in the past that the testing would damage lines. The concern on the Fire Department side is that it is better to find the weak links during testing rather than during an event. During an event, it could affect our personnel safety. There are approximately 400 hydrants in Colorado City, with roughly 250 remain to test. Lubricating was suggested for hydrants as many are difficult to operate. Will look at a plan to complete a percentage of hydrants each year, which will create a rolling list so that each hydrant will be tested every 2 years or so. Many existing hydrants are very difficult to open and close. It appears that the Colorado City Metro District is satisfied with our testing of hydrants even if this is their responsibility.
- Exhaust System. Refer to Capital Projects under Treasurer's Report.
- Inclusion Information. Burnt Mill inclusion process completed, unless homeowners come in with other options.
- Hatchett Tank. Non-potable water is being added to the 33,000 gallon tank, which is about a third full at the present time. Water filling operations will continue. Colorado City has approved the use of the water. Locking caps were installed on two (2) other tanks which have had water removed without the fire department permission. Another large tank on Burnt Mill Road about ½ mile east of the 3R intersection is being filled. That tank was installed by a property owner but made provisions for the Fire Department to use in the event of an emergency.
- Pueblo Regional (Pine Cone Road). All addresses are now off Highway 165. Awaiting word from PRBD on change of addresses from two (2) homeowners that needed their address changed. The addresses for this area are clearly labeled on a sign at Pine Cone Road.
- Educational Agreement. Chief Bennett is tweaking the agreement to meet RFPD's needs and will be going to Legal Counsel soon.
- Bank CD Options. Refer to the Treasurer's Report.

Old Business

Upcoming Year Projects

- Educational Fund. Discussed under Fire Chief Report Task List.
- Fires in Region. Chief Bennett noted that the Reveille Fire, located near the top of Greenhorn in extremely rough terrain, continues to burn. The fire is expected to burn up to 3-4 months. There is also a fires by Mt. Blanco and Canon City.

New Business

None

Adjourn

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Motion to adjourn was made at 6:25 P.M.

Motion: Mr. Schaiberger

Dated this 15th day of July 2019.

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

Submitted by Jim Beach, Captain