

**The Rye Fire Protection District**

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING  
Regular Meeting June 18, 2018**

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

Absent Directors – None

Others - Chief Steve Bennett, Captain Jim Beach, Firefighter Ambrea Cerda, Firefighter Mike Christian, Firefighter Matt Nolting, Firefighter Reese Bennett

**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. Mr. Mike Davis and Mr. Garry Melchi's terms expired after the May 2018 Election.

**Approval of Agenda**

Mr. Schaiberger asked for any additions or changes to the meeting agenda.

Motion to approval of the agenda for June 2018.

Motion: Mr. Simpson  
Second: Mr. Rice

Further Discussion: Mr. Schaiberger asked that the following items be added to the agenda: 1). EMS Billings, 2). Fire Hydrants, 3). Audit Status, 4). Add an executive session to discuss potential new board candidates.

Aye: Mr. Schaiberger, Mr. Simpson, Mr. Rice  
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 May 2018. Under Treasurer’s Report, second paragraph, second line, change “easy” to “easier”.

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

Motion: Mr. Simpson  
Second: Mr. Rice

Further Discussion: None.

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

**Treasurer’s Report**

Accounts Receivable. Mr. Rice noted that the property tax income received from all sources will begin to decrease now that the bulk of the funds have been received. Mr. Schaiberger that this month should be one (1) last infusion as the deadline was this month for paying property taxes. Mr. Rice noted that when reviewing percentages of budgets, consider that currently we are at 41.7% for the year. On the Cash Accounts Summary, CNB DDA is the main checking which receives most all the funds to the District. Interagency funds are received directly into the CNB Interagency account. The Capital Account is a new fund set up for Capital Funds. The balance in the account reflects the former Colo Trust Funds account plus funds from the regular checking set aside for Capital Projects. The actual amount is being researched and will be updated once that amount is determined.

Accounts Payable. Payroll was noted that it is close to budget. Worker’s Compensation and Liab, Auto, Property Insurance was noted at 50%, but that accounts for 2 quarters of payments. Under Bank Reconciliation Report for the Interagency, it was noted that an entry is being researched that is noted as “did not clear.” Mr. Rice scrolled through all the individual reports highlighting how they interact with each other. Chief Bennett noted that the EMS billing company is paid 10% for all funds received. Mr. Schaiberger asked, and Chief Bennett confirmed, that the former billing company, EMA, is no longer involved in collections.

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

Motion: Mr. Rice  
Second: Mr. Schaiberger

Further Discussion: None.

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

Emergency Medical Services. Captain Beach reviewed the May 2018 EMS Graph noting that collections are above current year budget by about 16.6%. Billings are down slightly compared to the budget, which is being contributed to the last two (2) months for calls to service being down. It was noted that the year-to-date collection percentage is running about 33%, which is over the five (5) average of 29%.

Mr. Schaiberger inquired about the status of the audit. Chief Bennett noted that he received the drafts today and will E-Mail them to the members. These will be presented at the July's Regular Meeting for approval. These need to be submitted by July 30th to the State of Colorado.

## Fire Chief Report

Statistics. In the Month May 2018, Rye Fire responded to 82 calls for service of which 61 were EMS related and 21 were fire related. In comparison with previous year this is an increase of 11% from 2017 and an increase of 9% from the 5-year average of 75.

Administration/ Operations. Safety PPE has been received a grant will cover 50% of purchase. Rye Fire's portion is about \$1,400-\$1,700.

County Wide mutual aid agreement is approved. There will be 8 copies of the signature pages to contain original signatures for each department. Rye Fire has signed copies, a couple more departments have to complete the signatures and we will have an original copy on file.

Hydrant testing was attempted. Emergency calls trumped the testing. This is an ongoing process and testing is slower than anticipated at this time.

Auditors were in the field again at our location several times this month gathering information and completing the field work for the annual audit. Majority of the audit is completed, they are finalizing the payroll at this time and expect to have audit finalized sometime in June. Draft audit is completed and management/representation agreement needs signed and the audit final will be provided to Rye Fire and the complete GASB and Audit will be sent to the State before months end, which is 1 month ahead of the deadline.

Options are being researched for replacement of the Life Pak 12 cardiac monitors. The State of Colorado has a grant available which is 50/50, another option is to purchase Life Pak's on a lease

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option with annual payments for 5 years. The issues we are beginning to come upon are the availability of service and replacement parts have been phased out and the Life Pak 15's is the serviceable model at this time.

The Board thanked Chief Bennett for his recent informative article in the Greenhorn Valley View. Mr. Schaiberger noted that another article should be published to inform the public regarding emergency vehicle etiquette and requirement to yield to emergency vehicles.

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.

Training. Training has been ongoing. Fire training covered fire behavior, fire extinguishers as well as ropes and knots. EMS training is ongoing with a new topic every 6 days providing continuing education for annual requirements.

### Task List.

- Fire Hydrants. Started testing did not get far calls took precedence. Metro will help this next month with hands. Chief Bennett note that Colorado City Metro had personnel turnover which also hindered them in assisting. Rye Fire will bring in extra personnel, not tied to a shift, to assist in getting this endeavor completed.
- Exhaust System. Representative scheduled to the Regular Meeting in July 2018. Information from Ward Diesel Filter system was included in the Board Packet several months ago.
- Inclusion Information. Compile information and send to board and property owner. Documentation was sent out to Board and Terry Smith. Attended meeting with County Rep and Attorney. Resent information as examples Homeowners working on obtaining information on inclusion.

## Old Business

### Exhaust Removal Systems

Presentation will be at the Regular Meeting in July 2018.

### Burnt Mill Properties East of 3R Junction

Mr. Terry Smith was present to represent the properties requesting inclusion. Chief Bennett passed out a copy of Colorado Revised Status 32-1-401 pertaining to Inclusion of Territory Procedure. Mr. Smith noted that between 50 and 54 land owners are interested in the inclusion. All land owners accept Rye Fire's Mil Levy Assessment. Some of the owners are concerned about the inclusion fee that maybe required. The \$3.00 per acre fee assessed with the Hatchet Ranch Inclusion could be prohibitive with some of the large acreage property owners in this inclusion. Mr. Smith noted that this information is required from the Board for final determination by the group. Several possible scenarios were discussed. Mr. Smith will submit a plat of homeowners requesting inclusion to Chief Bennett who will review and advise the Board on potential monetary and call to service impacts. Then the Board will decide on an inclusion fee. It was noted that the requirement for property

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contagious is not included in the statutes. Chief Bennett noted that if 100% of the property owners agree with the inclusion, no election is required.

### **New Business**

#### **Board Member Appointment**

Mr. George McGoff, Mr. Michael Graber, and Mr. Rick Van Matre submitted letters of interest to fill the vacant seats on the Board, which were sent to existing Board Members for review. Mr. McGoff and Mr. Graber were present at the meeting. Both described to the Board their goals, views and visions for the position. Both individuals answered questions from the Board. Mr. Schaiberger noted that the Board will go into executive session to discuss the candidates. After the executive session, the Board will open the meeting back up to the Public and vote.

#### **Executive Session**

Mr. Schaiberger noted that the Board will go into Executive Session. The topic of the Executive Session will be to discuss New Board Member Selection. The Executive Session will not be open to the public. No adoption of any proposed policy, position, resolution, rule, regulation, or formal action shall occur at this Executive Session. No formal vote occurred.

Discussion was New Board Member Selection.

Following Executive Session, the Board returned to regular session and the room was opened back up to the public.

Mr. Schaiberger thanked the candidates for their interest in joining the board. He noted that Mr. Simpson and Mr. Rice would vote for two (2) candidates. In the case of a tie, Mr. Schaiberger will cast the tie-breaking vote. Paper votes were cast. Mr. Schaiberger announced that the new Board Members were Mr. George McGoff and Mr. Michael Graber. The Board congratulated them and welcomed them aboard. Mr. Schaiberger thanked Mr. Davis for his years of service to the Board.

### **Adjourn**

Motion to adjourn was made at 6:59 P.M.

Motion: Mr. Rice

Dated this 18<sup>th</sup> Day of June 2018.

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A handwritten signature in black ink, appearing to read "Beach". The signature is written in a cursive style with a large initial 'B' and a trailing flourish.

Submitted by Jim Beach, Captain