

The Rye Fire Protection District

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD
OF DIRECTORS MEETING
Regular Meeting March 18, 2013**

Present: Directors – Mr. John Schaiberger, Mr. Mark Reeves, Mr. Mike Davis, and Mr. Steve McDowell

Absent Directors – Mr. Wade Wills

Others - Chief Steve Bennett, Captain Jim Beach

Call to Order

The meeting was called to order at 7:04 p.m. by Mr. John Schaiberger.

Mr. Schaiberger introduced the present board members and noted that Mr. Wills was absent fighting a fire along the river bottom east of Pueblo.

Mr. Schaiberger asked for approval of the agenda. Mr. Schaiberger asked that two (2) items be added to the agenda. One, Status for Obtaining AMR Ambulance. Second, Status of Unemployment Insurance.

Approval of the agenda for the Regular Meeting for March 13, 2013 with the addition of two (2) items.

Motion:

Second:

Aye: Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell

Nay: None

Public Comments on Non-Agenda Items

None.

Executive Session

Mr. Schaiberger noted as authorized by C.R.S. Section 24-6-402, Subsection 4, Paragraphs A-H, this board will now convene in Executive Session. The topic of the Executive Session will be to discuss Contract Negotiations. 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.

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Motion to adjourn Regular Meeting of March 18, 2013 to executive session was made at 7:06 P.M.

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

The Executive Session was held in an office where the Board Members and Fire Chief left the regular meeting room.

Discussion was:

- Contract Negotiations

Following Executive Session, the Board returned to regular session at 7:36 p.m. in the regular meeting room with the public present.

Minutes of February 18, 2013 Regular Meeting

Motion to approve Minutes of February 18, 2013 Regular Meeting.

Motion: Mr. Reeves
Second: Mr. Davis
Aye: Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell
Nay: None

Treasurer's Report

Accounts Receivable discussion. A new style of reports was presented by Chief Bennett. Chief Bennett noted one correction to the Income Statement; the "2013 Budget through 1 month" should read "2 months."

Accounts Payable discussion. Chief Bennett noted that in the Disbursements for the Month of February 2013 report; some of the payments were multiple months, thus higher than normal. Mr. Schaiberger noted that there is a current outstanding invoice for the State of Colorado that needs to be paid by the 5th of April or there will be substantial fees added to the invoice.

Motion to pay the outstanding balance to the State of Colorado for roughly \$27,196 in withholdings.

Motion: Mr. McDowell
Second: Mr. Reeves
Aye: Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell
Nay: None

The Board reviewed a list of outstanding bills, not including current month expenses. Decisions were made to pay some of them with some others having individual assignments.

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Motion to approve the Accounts Payable and Accounts Receivable.

Motion: Mr. Davis
Second: Mr. McDowell
Aye: Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell
Nay: None

Mr. Joe Golob presented a new form for reporting ambulance billings. Roughly, we are collecting 33-38% of what is billed. The report was for January and February and as the time extends into the year, they will just add an additional month keeping all of 2013 on the page.

State Unemployment Insurance. It was noted that our application was approved and that monthly payments will be made to this fund with eligibility to draw from the fund will start in three (3) years.

Fire Chief's Report

Statistics. In the Month February 2013, Rye Fire responded to 50 calls for service of which 43 were EMS related and 7 were fire related. In comparison with previous year this is an increase of 10% from 2012 and an increase of 28% from the 5 year average of 39.

Administration/Operations.

- FEMA continues to award grant requests through the Assistance to Firefighter Grant, this could be on-going throughout the year. We continue checking on a weekly basis with FEMA on our status.
- Submitted grant to State of Colorado EMS. This request is for some medical equipment, cot and replacement ambulance. We have progressed through Phase I which was a telephone interview with financial questions; we are now in phase II.
- Compiling information from Pueblo West, Beulah to implement SOG's for the district to provide guidelines for personnel, we have several drafts that are in the review process.
- A letter of interest was sent to AMR ambulance for donation of an ambulance. They are rotating in new vehicles and have vehicle they will be donating to other agencies.

Prevention. Rye Fire provided station tours for children throughout the month. This included sitting in the vehicles and learning what they can do.

Training. Training has been ongoing throughout the month. Fire training included portable extinguishes, pump operations and hydrant training, fire alarm and communications training. EMS training is ongoing with a new topic every 6 days concerning procedure changes, protocol changes and continuing education.

Old Business

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Water Sources Hatchet Ranch

A meeting was held with both East and West Hatchet Ranch where locations were reviewed. Captain Beach will review the sites and propose a specific tank for each site, and will send to Mr. Reeves for approval before sending to Hatchet Ranch. Hatchet Ranch will continue to contact land owners to obtain approval and determine the subsurface conditions for the sites.

New Business

Vehicle Liquidations

Mr. Davis drafted a solicitation to liquidate Engine 1 with a minimum bid of \$4,000. The solicitation will be advertised in the local paper with bids being opened at the next regular board meeting on April 15, 2013. Chief Bennett will send the information to some smaller departments. Mr. Sunny Hood noted that he does not remember any commitments for this vehicle to the Town of Rye. Mr. Schaiberger noted that Charlie Terrill does not remember any similar commitments with the Town of Rye.

Motion to approve the liquidation of Engine 1 with a minimum bid of \$4,000.

Motion: Mr. McDowell
Second: Mr. Reeves
Aye: Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell
Nay: None

Personal Protective Equipment

Mr. McDowell noted that he was made aware that we have one (1) firefighter with gear that does not give them adequate protection with Structural Gear. Some people are wearing gear that is 3 or 4 people old. Mr. Schaiberger asked if an inventory had been completed. Chief Bennett noted that a complete inventory of gear was done last year by Mr. Hurtado who is certified. All gear that is in service, with the exception of 1 set, is not NFPA Compliant because of age and other conditions. It was noted that the replacement of the gear is included in a grant, but it is uncertain if the grant will be funded.

Motion to approve the purchase of one (1) set of bunker gear as soon as possible.

Motion: Mr. Davis
Second: Mr. Reeves
Aye: Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell
Nay: None

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Uniforms

Mr. McDowell noted that the staff have been using old uniforms and are starting to look unprofessional. He noted that staff is beginning to buy some of their own uniforms, which he believes is not correct. Mr. McDowell will do research and report back next month with further information.

Building Maint.

Mr. McDowell noted that he was made aware that staff is doing building maintenance items using their own funds. This included temporary patching of the shower at Station #2 and painting of the meeting area at Station #1. After a discussion, Chief Bennett will bring to the next regular board meeting an estimate to repair the shower at Station #2, which will be materials only.

Mr. McDowell also noted that at last month's meeting Mr. Wills noted that all expenditures for supplies must be submitted for approval before purchasing. Mr. McDowell noted that this is not appropriate when a small part is needed at True Value. The Board noted that there will be a \$250 petty cash fund set aside for small purchases and that receipts are required on all purchases.

Receive or Act on Board Correspondence

None

Adjourn

Motion to adjourn was made at 9:18 p.m.

Motion:	Mr. Davis
Second:	Mr. Reeves
Aye:	Mr. Schaiberger, Mr. Reeves, Mr. Davis, Mr. McDowell
Nay:	None

Dated this 18th day of March 2013.



Submitted by Jim Beach, Captain