

The Rye Fire Protection District

MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING Regular Meeting May 19, 2014

Present: Directors – Mr. John Schaiberger, Mr. Wade Wills, Mr. Jim Elliott, Mr. Mike Davis, Mr. Steve McDowell

Absent Directors – None

Others - Chief Steve Bennett, Captain Jim Beach, Company Officer Larry Archuleta, Firefighter Mike Christian, Firefighter Kyle Lazzarini, Firefighter Talon Edwards

Call to Order

The meeting was called to order at 7:00 p.m. by Mr. John Schaiberger.

Mr. Schaiberger introduced the present board members.

Approval of Agenda

Mr. Schaiberger asked for approval of the agenda. Hearing none, Mr. Schaiberger asked to add an Executive Session for an employee issue.

Motion to approve Agenda for May 19, 2014 Regular Meeting including the Executive Session.

Motion: Mr. Davis
Second: Mr. Elliott

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Elliott, Mr. Davis, Mr. McDowell
Nay: None

Public Comments on Non-Agenda Items

Mr. Garry Melchi spoke to the Board requesting a monetary donation in Debbie Rudolph's name to Hospice. Mr. Melchi noted that Ms. Rudolph passed away last month and that she served this Department for a number of years as a Firefighter, EMT, and also Secretary to the Board. Mr. McDowell requested that the Board table this item until after the financial portion of the meeting, which was agreed upon by all.

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Receive or Act on Board Correspondence

None.

Mr. Schaiberger asked for a change in the order of agenda to allow LaVeta Fire Presentation.

New Business

Mitigation

Mr. Paul Branson with LaVeta Fire Protection District discussed their Wildfire Mitigation Service program. LaVeta started their program about four (4) years ago and is successfully running and providing a service to the residents of their District along with providing additional revenue to the Department. Mr. Branson discussed start-up issues and answered questions from the Board along with Firefighter Christian. Mr. Christian is very active with the program in LaVeta and was asked to work on a plan for possible start-up of a similar program at Rye Fire looking at all aspects of the program and fit for this Department.

Minutes of April 21, 2014 Regular Meeting

The following changes were noted.

- Page 2. Change spelling “Pinnacle” to “Pinnacol” in two (2) locations.
- Page 4. Health Insurance. Change “at least 22 hours per pay period” to “at least 22 hours per week.”

Motion to approve the Minutes of the April 21, 2014 with the above changes.

Motion: Mr. Wills
Second: Mr. Davis

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Elliott, Mr. Davis, Mr. McDowell
Nay: None

Treasurer’s Report

Accounts Receivable and Accounts Payable discussion. It was noted that the bank statements were missing from the board packet. Several items in the budget were questioned and the summarization reports do not appear to be consistent. Chief Bennett to follow-up.

EMA Report was reviewed which shows revenues close to the budget.

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Fire Chief Report

Statistics. In the Month April 2014, Rye Fire responded to 58 calls for service of which 8 were EMS related and 50 were fire related. In comparison with previous year there is no change from 2013 and a 3% decrease from the 5 year average of 56.

Administration/Operations. Audit was completed and a draft was presented. The final copy of the audit is expected to be submitted to the State before the end of the month of May. A copy of this audit was emailed in April with copies printed at the station.

Grants are current in process that will be submitted to the State to help offset training costs that employees have or will incur with advanced training and increase in levels of certifications.

Attended the Ribbon Cutting ceremony for the new Emergency Operations Center in Pueblo. Assisted that State with the Annual inspections for Rye Elementary, Craver Middle School and rye High School.

Attended training with School District 70 in regards to the school safe computer program and activations.

Prevention. Provided tours for the public at both fire stations throughout the month. Assisted schools with their fire drills and evacuations.

Attended Additional Dare graduations at the Elementary School in conjunction with the Sheriff Department.

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

Training. Training has been ongoing throughout the month. Fire training entanglement rescues, water emergencies for both the firefighter and civilians, pump and hydrant training. Had one employee attend Hazardous Material Training near Las Vegas which was funded 100% by FEMA.

Participated with the annual CSEPP exercise that included multiple agencies. EMS training is ongoing with a new topic every 6 days concerning protocol changes and providing continuing education.

Mr. Schaiberger inquired about the employee who attended the Hazardous Materials Training. Chief Bennett noted it was Nic Dudik and that Rye Fire did not have to pay for his training. Mr. Schaiberger requested that anytime someone goes for special training that within 30 days, the employee provide a formal presentation to all other individuals to pass along the information.

Mr. Schaiberger inquired about the PTO Policy. Chief Bennett noted that Legal Counsel has reviewed and awaiting the other policies to be sent to MSEC.

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Mr. Schaiberger asked the Board if they would like to have a workshop session to review the audit. The Board agreed. Chief Bennett will set up a workshop session in early July with the Auditor and Colorado City Metro District to review the audit and current accounting procedures.

Chief Bennett passed out some information regarding Reverse 911 at the request of Mr. Schaiberger.

Old Business

Slash/Branches Drop Off/Mitigation

The mitigation portion was reviewed earlier in the meeting. Chief Bennett noted that he has received no response from Mr. Valdez regarding using the gravel pit as a drop off site. Chief Bennett believes it is due to earlier use of the pit by the previous Command Staff where the piles were allowed to sit for a long time and interfered with the operation of the pit. The Board will look into additional sites around the District because it was noted that this was a good program for the residents and fits into fire mitigation within the District. A large number of residents are taking this serious because of insurance aspects and concerns over potential damage if a wildland fire were to occur in this area.

Election Updates

Chief Bennett noted that the Certification of Election was issued by Pueblo County Clerk and Recorder and the document was included in the packet. Chief Bennett noted that Swearing into Office will occur later in the meeting.

Hatchet Ranch Updates

Mr. Elliott noted that he has received piping drawings from Captain Beach. Some of the ground work for the above grade tanks will be completed when East Hatchet Ranch entry sign is completed to save funds. Mr. Schaiberger noted that he has made phone call but has not heard anymore about the status of air lifting the 30,000 gallon tank and will recontact the other movers about bringing the tank to the site via trucks.

Drafts of Personnel Policies

Final drafts of some of the policies were reviewed. Other drafts will be completed. Mr. Schaiberger will collect all drafts and submit them as a package to MSEC for review. As appropriate, some policies will be reviewed by Legal Counsel.

Health Insurance

Chief Bennett noted the change in the meeting minutes where part-time employees who work at least 22 hours per week may be eligible to purchase medical insurance. Employees would pay 100% of the premium. Chief Bennett noted that the insurance carrier is looking at regulatory issues associated with this proposal and has some concerns whether this can be done legally. The full-time employees have their insurance paid and the part-time employees would have to pay their own. The insurance carrier believes that this is discrimination if they are included in our group coverage. This could be

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done with individual contracts, but this eliminates some cost savings. Chief Bennett will contact MSEC for a second opinion.

Valley Fitness

Chief Bennett inquired with Valley Fitness and obtained a quote of \$1,800 annually for all staff to attend with unlimited visits. Valley Fitness does have a tracking mechanism to ensure that Staff is utilizing the facility. Chief Bennett did not inquire as to payment terms, but believes that they are negotiable and Mr. Schaiberger believes that the business is committed to the valley.

Motion to allow staff to utilize Valley Fitness at a cost of \$1,800 annually with payments to be in quarterly payments or as negotiated by Chief Bennett.

Motion: Mr. Wills
Second: Mr. McDowell

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Elliott, Mr. Davis, Mr. McDowell
Nay: None

Engine 23 Tires

Mr. McDowell noted that the tires on Engine 23 do not meet DOT Standard and if they were to be inspected at a Port of Entry, the truck would be taken out of service. Mr. Wills noted that Re-Tire is trying to sell the business and will not do site visits for tire installs. Chief Bennett noted that this rig is due for servicing at City of Pueblo Shops and can install the tires at that time at the same price as TDS. Chief noted that if any of the tires are still legal, they will be brought back to the station for sale to local individuals.

Motion to install either 4 or 6 tires, depending on the tire condition, at the City of Pueblo Shops.

Motion: Mr. McDowell
Second: Mr. Wills

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Elliott, Mr. Davis, Mr. McDowell
Nay: None

Interagency Agreement

The Board inquired about the Interagency Agreement status. Chief Bennett noted that it is not a contract, but a letter of what equipment is available. Chief Bennett noted that he increased the rates after consultation with the Auditor to ensure Rye Fire is billing correct amounts and covering items

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previously missed. Chief Bennett talked about his spreadsheet and will provide a copy of the spreadsheet at the next meeting including the fee's being charged.

Public Comment Continuation

The discussion continued regarding the donation in the name of Debbie Rudolph.

Motion to donate \$250 in Debbie Rudolph's name to hospice.

Motion: Mr. Wills
Second: Mr. McDowell

Further Discussion: None.

Aye: Mr. Schaiberger, Mr. Wills, Mr. Elliott, Mr. Davis, Mr. McDowell
Nay: None

New Business

Verizon Proposal

Chief Bennett noted that Rye Fire was sent a proposal to install a tower and associated building at Fire Station #1. Various aspects were discussed. Chief Bennett was asked to obtain further information and details for further review by the Board.

Swearing In

Chief Bennett led the swearing in of the new Board Members who were voted into office earlier in the month. Included Mr. Schaiberger, Mr. Elliott, Mr. Davis and Mr. Garry Melchi. Mr. McDowell was thanked for his service the past two (2) years. Mr. Garry Melchi took his seat on the Board.

Signature Cards

With the new position on the Board, new signature cards are required at Canon National Bank and all members must stop by and complete the cards.

Motion to change signature cards at Canon National Bank as needed.

Motion: Mr. Wills
Second: Mr. Davis

Further Discussion: None.

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

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Adjourn

Motion to adjourn was made at 9:35 P.M.

Motion: Mr. Davis
Second: Mr. Wills

Further Discussion: None

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

Dated this 19th day of May 2014.

A handwritten signature in cursive script that reads "Beach".

Submitted by Jim Beach, Captain