

**The Rye Fire Protection District**

**MINUTES OF THE RYE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING  
Regular Meeting October 21, 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, Firefighter Rick Baker, Firefighter Chris Kochis

**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 to add Colo Trust discussion and Audit in Executive Session.

Motion to approve Meeting Agenda for October 21, 2019 with the addition of discussion regarding Colo Trust and Audit in Executive Session.

Motion: Mr. Rice  
Second: Mr. Simpson

Further Discussion: None.

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

**Receive or Act on Board Correspondence**

None.

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## Public Comments on Non-Agenda Items

None.

## Approval of Minutes

Mr. Schaiberger asked for approval of the minutes of September 2019. Page 3 of 7, under Fire Chief Report, "MSC" should read MSEC".

Motion to approval of the meeting minutes for September 2019 with the noted change.

Motion: Mr. Simpson  
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. Mr. Rice reviewed the financials. He noted that RFPD continues to receive some minor Property Tax revenue, which puts these line items over the projected budget. Mr. Schaiberger noted that there will be more revenue next month. These are being attributed to the economy with increased new properties and back taxes being paid. Mr. Rice noted that the budget is at 75% for the year. Mr. Rice noted that some line items are over the 75% variance, but should review the overall dollar variance. Some variance maybe minor dollars which could inflate the percentage to show that it is a large variance when in fact it is minor dollars. Mr. Rice noted that the Physical Plant Expenses has not been utilized, but Chief Bennett noted that there will be expenses this year towards this line item. The lease agreement and annual payment for E272 was discussed. The 2019 lease payment has already been made.

Motion to pay an additional principle payment to the lease payment for E272.

Motion: Mr. Simpson  
Second: Mr. Rice

Further Discussion: Discussion covered the approximate balance and how an additional payment towards the principle will reduce the lease term. Chief Bennett noted that there is no pre-payment penalty. He also noted that the lease is at 5.3% with a maturity date of 2022 and a balance as of the end of 2018 of \$124,979. A payment of \$35,000 was suggested which

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would credit most of the \$35,000 towards principle. Once the \$35,000 was agreed upon, a final vote was taken.

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

Under the Accounts Payable journal entry, the “MFPM, PC” payee is the auditor which will be discussed further in Executive Session. The Blue Tarp Credit Services payee is for the exhaust fans where Chief Bennett was able to use this payee to gain an additional discount on the fans. The Cash Receipts Manual Entries sheet shows detailed information regarding income and the associated Payee. There are four (4) pages of bills for the Board to review and pay this month.

Motion to accept the Treasurer’s Report for Accounts Receivable, Accounts Payable for September 2019.

Motion: Mr. Graber  
Second: Mr. Simpson

Further Discussion: None.

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

Emergency Medical Services. Captain Beach noted that billings are over 31% ahead of budget and payments are over 40% above budget. Captain Beach noted that we have already met our projected income budget for 2019. Chief Bennett noted that he believes that the payments will continue on the same track as this year, which projected to have EMS revenue exceed \$200,000 this year.

Capital Projects. Exhaust System. Chief Bennett noted that the line voltage breaker box at Station #2 has been updated to accept the new fans. Captain Christian is working on the layout for the electrical and will meet with the designers at Blazer this week for a final list of required materials. Chief Bennett noted that Lt. Dudik is concerned about cutting the walls. A meeting was scheduled during the Board Meeting for this Saturday, October 26<sup>th</sup>, at 8:30 am with Lt. Dudik and Mr. Graber to discuss locations and cutting of the walls. Chief Bennett hopes to have the project complete the project in the next 30 days.

### **Resolution 19-008 – Resolution to Join Other Local Governments as a Participant in the Colorado Local Government Liquid Asset Trust to Pool Funds.**

This resolution is to set up two (2) Colo Trust accounts to allow Rye Fire Protection District earn higher interest rates than what is currently being realized.

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Motion to adopt 19-008 – Resolution to Join Other Local Governments as a Participant in the Colorado Local Government Liquid Asset Trust to Pool Funds.

Motion: Mr. Schaiberger  
Second: Mr. Simpson

Further Discussion: There will be two (2) accounts set up with Colo Trust. Colo Trust Prime will be for Capital Funding and will require an unanimous vote by RFPD Board of directors and a resolution to move funding from the account. Colo Trust Prime Plus will be a more liquid account and funds can be moved from this account by an authorized signatory. Several minor wording changes were noted including having all Board Members signing the resolution. Once these were agreed upon, a final vote was taken and the resolution passed.

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

## Fire Chief Report

### September 2019

**Statistics.** In the Month September 2019, Rye Fire responded to 76 calls for service of which 64 were EMS related and 12 were fire related. In comparison with previous year this is no change 0% from 2018 and an decrease of 9% from the 5-year average of 83.

**Administration/ Operations.** Modifying the education agreement to so as to take away from creating a loan agreement. Discussed with other departments and they basically have an agreement that the employee signs agreeing to staying with the department for 3 years. The money is provide to help offset their educational expense. I am redrafting letter as an agreement. This is at the suggestion of our attorney to try and stay away from loans. This will go to MSEC for review.

Drafting 2020 budget with estimates and worksheets.

Work at Station 1 is progressing to accommodate staffing during daytime hours. The partial staffing at the station will create quicker response times and increased coverage in the area.

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

Host Bountiful Baskets pickup at station in Colorado City.

Conducted fire drills at Rye High School, Rye Elementary and Craver.

Provided traffic control from elementary school with PSCO for an assembly.

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Provided medical standby for football games at Rye High School.

**Training.** Training has been ongoing with Misc. fire training and EMS training to maintain continuing education requirements. In service training provided by Dr. Weband er (medical advisor). Emergency Operations Center activation training. Attended Pueblo County strategic planning meeting for the in regards to Pueblo County.

### **Task List.**

- Exhaust Fans. Discussed earlier.
- Hydrants Colorado City. No further testing due to Metro having issues with their water system.
- Cardiac Monitors. Chief Bennett noted that the monitors are okay until May. Then will tier purchasing. AMR option still available.
- Educational Agreement. Discussed earlier.
- Bank CD Options. Discussed earlier.

## **Old Business**

### **Upcoming Year Projects**

- Educational Fund. Discussed earlier.
- Fires in Region. Chief Bennett noted that the Reveille Fire, located near the top of Greenhorn in extremely rough terrain, is not real active. The Decker Fire now commands a Type I Incident Command with a couple of RFPD's Incident Command personnel on the fire.

## **New Business**

### **Draft Budget with Worksheet**

The draft budget dated 9/30/2019 was reviewed. Overall, estimates from County Accessor's is showing about a 10% increase in property tax revenue. Final projections from the counties will be provided at next month's submission. Chief Bennett is proposing a 4% salary increase in the budget. Board asked that he bring area salary surveys to next month meeting for review. Line 7214, Fleet R&M was increased to offset projected repairs/servicing for large vehicles that will be due next year. The \$7,400 rent item towards the bottom of the budget should be in line 7102. Line 7314, Physical Plant Expenses is projected for Station #1 overhead door operators and other energy expenses in preparation for having staff at the station for longer periods of time.

## **Executive Session**

Mr. Schaiberger noted that the Board will go into Executive Session. The topic of the Executive Session will be to discuss Audit and Personnel Issues. The Executive Session will not be open to the

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public. No adoption of any proposed policy, position, resolution, rule, regulation, or formal action shall occur at this Executive Session.

Motion to go into Executive Session at 6:35 pm.

Motion: Mr. Simpson  
Second: Mr. Rice

Further Discussion: None.

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

Discussion was Audit and Personnel Issues.

Motion to adjourn Executive Session.

Motion: Mr. Rice  
Second: Mr. Graber

Further Discussion: None.

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

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

Motion to assign Chief Bennett to procure fiscally responsible security camera monitoring systems for both Station #1 & Station #2.

Motion: Mr. Schaiberger  
Second: Mr. Simpson

Further Discussion: None.

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

## Adjourn

Motion to adjourn was made at 7:16 P.M.

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Motion: Mr. Simpson

Dated this 21<sup>st</sup> day of October 2019.

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

Submitted by Jim Beach, Captain