

CARBONDALE & RURAL FIRE PROTECTION DISTRICT

MINUTES OF THE MEETING

BOARD OF DIRECTORS

CARBONDALE FIRE HEADQUARTERS

JANUARY 13, 2016

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on January 16, 2016 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 5:55 p.m. Directors present were Mike Kennedy and Bob Emerson. Director Carl Smith attended the meeting via telephone. Also present were Ron Leach, Jenny Cutright, Rob Goodwin, Frank Nadell, Eric Gross, Jeff Wadley and John Colson. Secretary/Treasurer Louis Eller was absent.

CHANGES TO AGENDA

Carl Smith requested to add the following items under Old Business:

- Colorado Department of Public Health and Environment Grants
- January 27, 2016 Planning Meeting
- Bond Review

CONSENT AGENDA

The items on the consent agenda were:

- Approve the Special Meeting Minutes of November 30, 2015
- Approve the Regular Meeting Minutes of December 14, 2015
- Approve Current Bills and Balances
- Approve Resolution 2016-001, Resolution of the Board of Directors of the Carbondale and Rural Fire Protection District Establishing the Public Places for Posting Notice to Comply with the Provisions of C.R.S. 24-6-402 and 32-1-903(2).

MOTION: made to approve the consent agenda. It carried and passed unanimously.

Jenny Cutright noted that checks that are being approved for payment include the list distributed. She said that these bills were received after the Board packet went out.

MOTION: made to approve the additional checks listed for payment. It carried and passed 3-0, with Carl Smith abstaining due to participating remotely and not having the list of additional checks in hand.

PERSONS PRESENT NOT ON THE AGENDA

No members of the public had any comments.

FINANCIAL REPORT

End of the Year Ambulance Write-Offs Ron Leach said that the annual list of writes off are included in the packet. He said that these are the ambulance bills that are written off the books, but are still pursued by the collection agency for payment. He noted that if the collection agency collects on the accounts, the District will still receive its portion of the payment. He added that the annual write-off list is part of the ambulance billing policy. Ron Leach said the total amount being written off is \$39,174.43.

MOTION: made to approve the noted ambulance write-offs. It carried and passed unanimously.

Check Payment Question Carl Smith asked about the check for QDS Communications in the capital projects fund. Gene Schilling said it was for communications items purchased through the Garfield County Federal Mineral Lease District grant.

OLD BUSINESS

Discussion of Proposed Employment Contract Eric Gross said the board asked for a policy to review regarding an employment contract with fire chiefs. He reviewed the draft policy. Discussion followed. Carl Smith said he would like to add to the policy that the contract needs to be consistent with Carbondale & Rural Fire Protection District personnel policies and the current job description. Eric Gross noted that the job description would be included with the contract. Bob Emerson suggested adding “attempt to” before negotiate in the first line.

MOTION: made to adopt the Policy Regarding a Contract with the Fire Chief with the changes noted. It carried and passed 4-0.

Bob Emerson suggested the Board of Directors communicating with Ron Leach on his plans. He suggested having one or two board members sit down with Ron Leach and discuss this with him. Gene Schilling said he would like to have a job description in place before moving forward. Mike Kennedy agreed. Carl Smith said that Ron Leach needs to help develop the job description. Discussion followed and Bob Emerson volunteered to work with Ron Leach on developing a job description.

Health Insurance for Domestic Partnerships Eric Gross said that he was asked to prepare something for the board to consider how domestic partners would be covered under the employee benefits program. He reviewed a draft policy and how employees can certify that they are in a domestic partnership. He added if the policy was adopted, that the domestic partner would be treated like a spouse under the benefits program. Eric Gross reviewed his research on the issue.

Discussion regarding marriage and civil unions followed. Eric Gross noted that this policy would extend benefits to people who are not married. Carl Smith questioned if the policy was adopted, what other benefits would be extended to a domestic partner. Discussion followed.

Bob Emerson said that open enrollment for domestic partners is not until December, so the board has time to research and discuss all of the benefits that may become available to a domestic partner. He said that this is as significant policy being reviewed. He noted that the district has a restrictive budget and a policy should not be approved with understanding all of the costs involved. Bob Emerson said that signing an affidavit is different than getting married. He said the obligations that married people have don't exist with domestic partnerships. He said it is easy to get in or out of a partnership and the district may not be notified about it. He said with a divorce, there is a decree.

Carl Smith said that when a divorce occurs, it deals with issues such as health insurance, pension benefits, etc. but is unsure what would happen when a domestic partnership ends. He suggested an annual update from the employee and consequences if the employee does not notify the District of the change. He added this is an expensive benefit the District provides.

Mike Kennedy said that it is easier to get in and out of a domestic partnership than a marriage. He said the issue needs to be further discussed and researched. Eric Gross noted that it is up to the employee to notify the employer if the domestic partnership ends and the district may continue to pay benefits if the employee does not notify us. Gene Schilling said if the policy is adopted, it may be beneficial to ask for annual documentation from the couple. No further action was taken.

Colorado Department of Health Grants Carl Smith said that the grant process for the 2016-2017 fiscal year is now open. He said that grant applications are due by February 15. He added that there is an upcoming training on the grant in Montrose.

January 27 Planning Meeting Carl Smith said that there will be a planning meeting on January 27. He said that Ron Leach asked if board members had any topics to discuss at the meeting. He suggested looking at the list of objectives in the master plan and developing a spreadsheet so they can be discussed and prioritized.

Bond Refinance Carl Smith asked the status of refinancing the bonds. Ron Leach asked the Board of Directors if they would like the bond representatives attend a board meeting. Discussion followed. Ron Leach will talk to the bond counsel and report back to the board.

NEW BUSINESS

Resolution 2016-002, Appoint Designated Election Official

MOTION: made to approve Resolution 2016-002, Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election. Carl Smith said he was concerned about Ron Leach's current workload and adding this responsibility to it. He suggested contracting the position out. Ron Leach said it would be awkward to contract this out. He added that having himself as the DEO and Jenny Cutright as the deputy DEO is a better situation. Ron Leach said that at the last election, Jenny Cutright was the DEO and left exposed. He said that Jenny Cutright will do the majority of the election work, but Ron Leach will be the DEO. He

said that this responsibility should fall to the administrator, not the finance director. Carl Smith said that being the DEO is outside of her scope of work and she shouldn't be in that position. Discussion followed. The motion carried and passed unanimously.

Discussion regarding May Election Type Ron Leach said that at the February Board meeting, the Board will need to decide if they want to hold a mail ballot or polling place election. He said the last two director's elections have been mail ballot election. Discussion followed. Carl Smith said that the last two elections have had a good turnout and a mail ballot is an effective way of reaching the entire community. General discussion regarding the cost of both types of elections followed. No action was taken.

MOTION: made to adjourn the Board of Directors meeting at 6:34 p.m. It carried and passed unanimously.

Respectfully submitted,

Jenny Cutright, Recording Secretary

Gene Schilling, President