

CARBONDALE & RURAL FIRE PROTECTION DISTRICT

MINUTES OF THE MEETING

BOARD OF DIRECTORS

CARBONDALE FIRE HEADQUARTERS

OCTOBER 12, 2016

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on October 12, 2016 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 5:37 p.m. Directors present were Mike Kennedy and Tom Adgate. Also present were Ron Leach, Jenny Cutright, Rob Goodwin, Bill Gavette, Eric Gross and Frank Nadell. Director Carl Smith attended by telephone. Secretary/Treasurer Louis Eller was absent.

CHANGES TO AGENDA

Carl Smith requested to add the following items:

- Hiring Update
- Review of 2017 Health Insurance Rates

CONSENT AGENDA

The items on the consent agenda were:

- Approve the Regular Meeting Minutes of September 14, 2016
- Approve Current Bills and Balances

MOTION: made to approve the consent agenda. It carried and passed 4-0.

PERSONS PRESENT NOT ON THE AGENDA

No members of the public had any comments.

2017 BUDGET

Discuss 2017 Proposed Budget Ron Leach reviewed the 2016 year to date expenses. He noted that the wildfire revenues cover the cost of wildfire wages paid.

Ron Leach said that the year to date is 8% under budget. Ron Leach added that the seasonal staffing line is over budget, but the wages are under budget, since the budgeted new full time employees have not been hired and the seasonal staff is covering those positions.

Ron Leach presented the 2017 proposed budget. He noted that the budget is the same one that was presented at the September regular meeting, other than the 2016 year to date has been updated.

Ron Leach said that the total wages for 2017 are \$150,000 over 2016 due to a COLA raise for current employees and the staff that were added in 2016. He also said there is \$65,000 budgeted

for summer seasonal staffing. Ron Leach said that the health insurance premium is staying the same and the dental premium will increase slightly. He said the reason the line item is increased is due to the addition of the new employees. He added that Jenny Cutright is on the Board of Directors for the Western Slope Health Care Group and is influential in the rates and coverage. He said that Jenny Cutright watches out for the district employees and everyone who is covered by the Western Slope Health Care Group. Carl Smith asked if there would be a reduction in benefits or increase in deductibles due to the flat premium. Jenny Cutright said there are no benefit reductions or deductible increases, and there is an additional benefit being added.

Ron Leach reviewed specific line items in the budget. He noted that the election line item is preemptive in case there is an election. Ron Leach said that 2016 wildfire expenses include the expected costs of the Sewell Mesa fire. Ron Leach noted that building and equipment costs increase due to inflation.

Gene Schilling questioned the cost of the roof on Station 3. Ron Leach said that there were approximately \$10,000 in supplies and \$5,000 in wages. Ron Leach added the wages were attributed to the seasonal staffing line item, which is another reason the line is over budget.

Ron Leach said that the total expenditures are budgeted to increase \$225,000. He said that \$90,000 of that are TABOR reserves and a portion of the increase is due to the additional staff hired in 2016.

Ron Leach reviewed the impact fee program. He said that the 2017 budgeted impact fees are for the new City Market and TCI Land Ranch developments. Ron Leach reviewed the capital projects proposed budget. He noted that the proposed budget is a no-growth budget and the total carryover included restricted funds will be \$1,772,063.

Ron Leach said that a new pick-up truck will be purchased before the end of 2016 and a second one in 2017. He said that there are utility vehicles that need to be replaced.

Ron Leach said that the District has four ambulances. He said that the staff feels that one should be replaced in 2017. He said that he would like to apply for a Colorado Department of Public Health & Environment 50% grant for an ambulance and cot. He said that the 1999 brush truck also needs to be replaced. He said that he would like to apply for a Garfield County Federal Mineral Lease District grant for a brush truck. Ron Leach said that these are budgeted for with the understanding that they will be purchased if the grants are successful. Ron Leach said the down side of the grants is that the matching funds will need to be taken out of the reserve balance. Ron Leach said that it is the staff's obligation to advise the Board of Directors what equipment is needed. He added that the ambulance is the top priority. Gene Schilling said that he would like to look at a bond issue in 2017 which could include these needs. General discussion regarding a possible bond issue followed. No action was taken.

Ron Leach said that Carl Smith asked about the status of the hiring process. Ron Leach said that there were nine applicants from within and all were interviewed. He said they are in the process of making the hiring decision and is hopeful to have it done in the near future. He said that he would like to get those employees on duty as soon as possible.

Consider Approval of a Public Hearing Date for 2017 Budget Ron Leach said that the board needs to set a public hearing date for the 2017 budget. Ron Leach recommends doing it at the November 9, 2016 meeting.

MOTION: made to set November 9, 2016 as the public hearing date for the 2017 budget. It carried and passed 4-0.

Consider Approval of Public Information Plan for 2017 Budget Ron Leach said that the Board of Directors needs to decide on the public information plan for the 2017 budget. Ron Leach said that all that is required is a legal notice, which will be published. Discussion followed and it was decided to put a notice on the website and Facebook page, purchase an ad in the Crystal Valley Echo and two ads in the Sopris Sun and Post Independent and have a PSA on KDNK and KMTS.

STAFF REPORTS

Staff Planning Meeting Update Ron Leach said that the planning meetings have been focused on the job description of the fire inspector. Ron Leach said that the staff has identified four general duties for this position: Fire Inspections, Public Outreach, Pre-Plans and Response. Ron Leach said that the core mission of the district is response.

General discussion regarding the proposed IGA from the Town of Carbondale for inspections followed. No action was taken.

Kirk Robinson-Wildland Fire Donation Rob Goodwin said that Kirk Robinson's home was saved during the Sewell Mesa Fire. He recounted the events surrounding the save. He said that the Robinson family donated \$1,000 as a thank you. Rob Goodwin said that we plan to purchase something specific for wildfires with the donation.

OLD BUSINESS

Consider for Adoption, Apartment Rental Agreement Rob Goodwin presented the draft agreement for the station keeper position. Eric Gross said that volunteers and paid staff have different roles when living at a fire station. He reviewed the agreement. Discussion followed. Ron Leach noted that he would like to add lawn care to the duties in the agreement. The Board of Directors verbally accepted the agreement.

Discussion, Use of Funds from Sale of Mobile Home Ron Leach said that the staff has been talking to A4 Architects regarding remodeling the apartments at Station 4 and 1.

MOTION: made to adjourn the Board of Directors meeting at 6:46 p.m. It carried and passed unanimously.

Respectfully submitted,

Jenny Cutright, Recording Secretary

Gene Schilling, President