

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
January 16th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:05 p.m. By acting Chairman Gregg Anderson.

Members Present: RFPD members Gregg Anderson, Tom Clark , and Susan Robertson. Tyler Lapp was absent.

Guests Present: RFPD Administrator Dave Kunz, Fire Chief Todd Jones

Approval of Agenda: Susan Robertson moved to approve the agenda with the deletion of the approval of minutes for December 12th, 2016; Tom Clark seconded the motion. Approval was unanimous.

Public Comment: No public comment.

Approval of Financial Report and Accounts Payable:

Tom Clark moved to approve the Financial Report and pay the bills as presented; Susan Robertson seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

SWRETAC SD grant: This is \$4000 of SWRETAC money to be used for EMS training and equipment The funding was used to purchase a new firehouse computer, upgrade emergency lighting on several first-response vehicles, and purchase medical equipment for the new ambulance. This grant is closed out, there is one reimbursement remaining.

CDPHE EMTS-16: RFPD was awarded \$153,451.56 of State funding to purchase a new ambulance, gurney and associated safety equipment. RFPD will provide a 20% match of \$38,433.90 using \$20,000 of County funding (received and deposited), and the balance from the RFPD General Fund. Additional funding will be provided by the SD grant (\$1450 for ambulance equipment) and Michael Halcoussis (\$10,000 for the liquid spring suspension). The Stryker gurney was delivered, invoiced and paid for. Kunz will submit for reimbursement for the gurney from the State.

Rico Center 2016-17: Grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6996.37 for chairs, tables, etc.); Fourth of July 2017 (\$2425 for food/consumables).

Fire Chief Report: (Chief Todd Jones)

Runs: (2) runs, including: gas odor near the Enterprise, and an axe vs. hand injury (stood down).

Equipment: Possible acquisition of a truck from Telluride. Chief Jones has been in contact with John Bennett of Telluride Fire in re: a 1986 5-man cab 4WD Spartan pumper which is for sale for \$15,000. This would be a similar truck to the Delta truck with the addition of four wheel drive. The Telluride truck is also somewhat longer.

Training: Cortez Fire Department is putting on an introduction to Fire Service training. Todd is hoping that new members Sarah Eckles and Johnny Theken will attend.

Old Business:

Tri-State 2017: Todd Jones will be appointing/selecting heads of the various committees needed to put on the Tri-State event and integrating them into the Tri-State meetings.

Personnel policies/Insurance: Kunz said that he had not heard back from Vanessa Ruggles (new insurance agent) in re: background checks and drug testing procedures and cost despite follow up emails. Tyler Lapp and Gregg Anderson will work on the handbook as part of the 2017 work plan.

2017 Work Plan: Ongoing agenda item, to include: successful ambulance acquisition; Tri-State Firemen's convention; new apparatus (Delta engine) and personnel policies to be developed by Anderson and Lapp.

New Business:

Farmer's Telecom/Internet service: After the letter was received late last year stating that Farmer's Telecom would no longer provide internet service after January, 2017, it appears that Rico Telephone will step up to provide the service at the same terms.

Chief Jones inquired about reimbursement for the 2013 EMT class for Kim Jones. Kunz will get documentation for the matter.

Kunz presented a letter from former RFD member Skip Zeller in regards to increasing the pension payments.

A motion to adjourn was made by Susan Robertson and seconded by Tom Clark at 7:50 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
February 20th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:12 p.m. by Chairman Tyler Lapp.

Members Present: RFPD members Gregg Anderson, Tom Clark, Susan Robertson and Tyler Lapp.

Guests Present: RFPD Administrator Dave Kunz, Fire Chief Todd Jones.

Approval of Agenda: Susan Robertson moved to approve the agenda for February 20th, 2017; Gregg Anderson seconded the motion. Approval was unanimous.

Approval of Minutes: Tyler Lapp moved to approve the minutes for December 12th, 2016; Gregg Anderson seconded. Approval was unanimous with Tom Clark abstaining. Tom Clark moved to approve the minutes for January 16th, 2017; Susan Robertson seconded. Approval was unanimous with Tyler Lapp abstaining.

Public Comment: Tyler Lapp commented on a link he had sent out to RFPD members describing the fiscal impact of the Gallagher Amendment on Special Districts. Lapp believes that District income may be reduced by \$2500-\$3000 in 2018 due to the effects of the amendment.

Dave Kunz asked for clarification on when to send an acknowledgement of a donation. The Board agreed that Kunz should send out acknowledgements for donations smaller than \$250, including those made in memory of individuals (such as Ken Hazen).

Approval of Financial Report and Accounts Payable: Gregg Anderson moved to approve the Financial Report and pay the bills as presented; Tyler Lapp seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

CDPHE EMTS-16: RFPD was awarded \$153,451.56 of State funding to purchase a new ambulance, gurney and associated safety equipment. RFPD will provide a 20% match of \$38,433.90 using \$20,000 of County funding (received and deposited), and the balance from the RFPD General Fund. Additional funding will be provided by the SD grant (\$1450 for ambulance equipment) and Michael Halcoussis (\$10,000 for the liquid spring suspension). The Stryker gurney was delivered, invoiced and paid for. Kunz submitted for reimbursement for the gurney from the State.

Rico Center 2016-17: Grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6996.37 for chairs, tables, etc.); Fourth of July 2017 (\$2425 for food/consumables). Some of the radio equipment was ordered this month. The LED lighting has arrived and is ready to be installed.

Fire Chief Report: (Chief Todd Jones)

Runs: (4) runs. A tour bus went off the road during a storm near the top of the pass with 45 senior citizens inside. RFPD assisted until they could be moved to Telluride. Chief Jones expressed frustration at how long the bus riders had to wait for alternative transportation. There was a fatal overdose on Commercial St. which is being investigated. There was an explosion in a house on Piedmont resulting in one fatality. The site will be fenced off and the onsite investigation is scheduled for March 7. There was a pageout for a gas odor near the Enterprise, however the paging system was not working.

RFPD members participated in one debriefing for the fatalities. There was comment and concern over the lack of involvement from the County Emergency manager in acknowledging or addressing these incidents.

Equipment: The 1000 CC snowmobile is in Durango and has had repairs to the brakes and fuel delivery system. The station compressor needs an air test. The Spartan pumper (new 923) was purchased from Telluride for \$15,000: it

will need a new radio, brackets, hose and a throttle cable repair. The unit will also need to have old identifiers stripped and new ones applied. The old 923 (Mack engine) is now in Dolores, RFPD will keep the title and the vehicle insured.

Training: Cortez Fire Department is putting on a 36-hour introduction to Fire Service training. A 44-hour First Reponder class may start in Rico in mid to late March. Dolores Fire is hosting a live fire exercise in Summit Ridge. S130/190 classes are coming up for wildland fire. RFPD will train with Dolores Fire for swiftwater rescue in mid-April. Dolores FD will hold a SCBA training on 2/28.

Old Business:

Tri-State 2017: Todd Jones will be appointing/selecting heads of the various committees needed to put on the Tri-State event and integrating them into the Tri-State meetings.

Personnel policies/Insurance: Kunz forwarded an email from Vanessa Ruggles in re: Intellicorp background checks and drug testing procedures and cost. Tyler Lapp and Gregg Anderson will work on the personnel handbook as part of the 2017 work plan.

2017 Work Plan: Ongoing agenda item, to include: successful ambulance acquisition; Tri-State Firemen's convention; new apparatus (Delta engine) and personnel policies to be developed by Anderson and Lapp. The Board agreed that this item could be dropped from the agenda.

New Business:

RFPD communications/Active 911 system: The VHF system was compromised (no communication with dispatch) and the 800 system disabled due to snowload knocking down an antenna at the water tank. While the problem has been fixed, Todd Jones set up a phone app called Active 911 that will notify RVFD members of alerts and pages whenever they are in cellular/wifi coverage. The system will require a subscription later in the year. The Board agreed that the expense of \$11/member per year was reasonable for supplemental communications. Subsequent to the repair of the antenna at the water tank, it was discovered that the repeater had stopped working, probably due to snow coverage. Jones and Kunz are contacting regional helicopter services to attempt to get access to the repeater site on Expectation Mountain.

A motion to adjourn was made by Gregg Anderson and seconded by Susan Robertson at 8:58 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
March 20th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:06 p.m. by Chairman Tyler Lapp.

Members Present: RFPD members Gregg Anderson, Tom Clark, and Tyler Lapp. Susan Robertson was absent.

Guests Present: RFPD Administrator Dave Kunz.

Approval of Agenda: Gregg Anderson moved to approve the agenda for March 20th, 2017; Tom Clark seconded the motion. Approval was unanimous.

Approval of Minutes: Tom Clark moved to approve the minutes for February 20th, 2017 as written; Gregg Anderson seconded. Approval was unanimous.

Public Comment: No public comment.

Approval of Financial Report and Accounts Payable: Gregg Anderson moved to approve the Financial Report and pay the bills as presented, with the inclusion of an additional bill from G&G pagers for \$51.75; Tyler Lapp seconded the motion. Approval was unanimous. Kunz mentioned that some money will need to be moved from the CSAFE pension account to the DSB pension account prior to the third quarter.

Administrative Report:

Grants (Awarded):

CDPHE EMTS-16: RFPD was awarded \$153,451.56 of State funding to purchase a new ambulance, gurney and associated safety equipment. RFPD will provide a 20% match of \$38,433.90 using \$20,000 of County funding (received and deposited), and the balance from the RFPD General Fund. Additional funding will be provided by the 2016 SD grant (\$1,450 for ambulance equipment), Michael Halcoussis (\$10,000 for the liquid spring suspension), and the Rico Center (radios). RFPD has received the Stryker gurney and been reimbursed by the State. Kunz reviewed the revised drawings for the new ambulance. The final drawings and spec are pending, and Braun NW should begin cutting out parts for the ambulance soon.

Rico Center 2016-17: Grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, etc.); Fourth of July 2017 (\$2,425 for food/consumables). The fire hose and fittings were delivered and invoiced, have been inventoried and some have been placed on the new engine (923). Most of the radio equipment has been delivered and invoiced. Three mobile radios and fittings are in Oregon at the Braun production facility for installation on the ambulance. The LED tube lights have been delivered and invoiced and are ready to be installed by scaffolding. Coffee urns have been delivered and invoiced.

Grants (Submitted):

SWRETAC SD grant: Kunz updated the Board on Dolores County EMS application for these grant funds. The SWRETAC is a five-county entity that provides leadership and funding to providers of trauma care. Each County in the SWRETAC can apply for up to \$12,000 in funds each year through the SD grant program. In 2016, RFPD received \$4,000 in SD grant funds which purchased a computer, ambulance equipment and upgraded lighting on first-response apparatus. Kunz contacted Dolores County SWRETAC representative Todd Parisi in December of 2016 in regards to the 2017 grant application and was told that Parisi did not need his help. Kunz attended the grant hearing in February as a Dolores County representative (Parisi was unable to attend) but could not defend the grant application due to lack of detail about what the grant funds would be used for. The application was sent back to the DOCO Commissioners and resubmitted by Margret Daves. That proposal included \$2,500 of SD funds for RFPD. The re-application is pending review. It is not clear if Todd Parisi is still the Dolores County Emergency Manager.

CREATE: Kunz told the board that he wrote a CREATE grant to help support the proposed First Responder class. The current proposal for the class is \$6,440 for (8) students. In the interest of moving the class forward, Kunz wrote a CREATE grant to CDPHE for approximately \$2,000 in funds. The rest of the funding for the class would come from the Rico Center, the training budget, and participant share. SD funds cannot be used to match CREATE funds for this class. Tyler Lapp commented that he would like to see a student agreement (similar to the 2013 EMT class where the participants would pay \$150 prior to taking the class) drafted for the April meeting.

Fire Chief Report: (given by Dave Kunz)

Runs: (5) runs: propane odor on Glasgow; assault/domestic violence incident at the Rico Hotel; a 73 y.o. Male with altitude sickness; a rollover at MM 59 (no injuries); propane odor on Short St.

Equipment: The new engine (923) required some alternator work and throttle cable repair, both of which have been completed. Fireman Dylan Robertson was involved in both repairs and has been servicing all of the portable power equipment as well. The new engine will need some brackets and insignias/labeling. The RFPD repeater on Expectation mountain was dug out and the batteries replaced and is again functioning normally.

Training: Multiple trainings, including rookie track, and live burn exercises, continue in conjunction with Dolores Fire.

Old Business:

Tri-State 2017: The DSB bank account has been established and deposits are being made for the Tri-State dues and donations.

Personnel policies/Insurance: Tyler Lapp and Gregg Anderson are continuing work on the personnel handbook as part of the 2017 work plan. There was some discussion in regards to alcohol policy and special events.

New Business:

Resolution 2017-1: Application for Exemption from Audit: Gregg Anderson moved to preliminarily approve the resolution pending receipt of the completed Application from Kurt Shugars and Board review of the Application; Tom Clark seconded the motion. Approval was unanimous.

There was a brief discussion about the ongoing investigation and (lack of) cleanup after the Piedmont explosion.

A motion to adjourn was made by Tyler Lapp and seconded by Tom Clark at 7:58 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
April 24th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:06 p.m. by Chairman Tyler Lapp.

Members Present: RFPD members Gregg Anderson, Tom Clark, Susan Robertson and Tyler Lapp.

Guests Present: RVFD Fire Chief Todd Jones, RFPD Administrator Dave Kunz.

Approval of Agenda: Tyler Lapp requested that the 2017 Fourth of July be added to new business. Tyler Lapp moved to approve the amended agenda for April 24th, 2017; Gregg Anderson seconded the motion. Approval was unanimous.

Approval of Minutes: Gregg Anderson moved to approve the minutes for March 20th, 2017, with the addition of “for Todd Jones” in the Fire Chief’s report; Tom Clark seconded. Approval was unanimous, with Susan Robertson abstaining.

Public Comment: Tom Clark mentioned that donor Michael Halcoussis would like some RFPD tee shirts and would also like to ride in the new ambulance in the Fourth of July parade. Make it so.

Approval of Financial Report and Accounts Payable: Gregg Anderson moved to approve the Financial Report and pay the bills as presented, and also to approve the transfer of \$2700 in funds from the CSAFE pension account to the DSB pension account to pay pension obligations for the remainder of 2017, as well as to approve the transfer of \$200 in funds from the DSB General Fund to the DSB debit card account for miscellaneous expenses; Susan Robertson seconded the motion. Approval was unanimous. Tyler Lapp requested that the Profit/Loss statement be reformatted for easier reading.

Administrative Report:

Grants (Awarded):

CDPHE EMTs-16: RFPD was awarded \$153,451.56 of State funding to purchase a new ambulance, gurney and associated safety equipment. RFPD will provide a 20% match of approximately \$38,433.90 using \$20,000 of County funding (received and deposited), and the balance from the RFPD General Fund. Additional funding will be provided by the 2016 SD grant (\$1,450 for ambulance equipment), Michael Halcoussis (\$10,000 for the liquid spring suspension), and the Rico Center (radios). RFPD has received the Stryker gurney and been reimbursed by the State. The shell of the ambulance box has been fabricated and is being painted at the Braun NW facility. RFPD must take possession of the new ambulance prior to the grant closeout on 6/30/17.

Rico Center 2016-17: Grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, and hospitality equipment); Fourth of July 2017 (\$2,425 for food/consumables). The fire hose and fittings were delivered and invoiced, have been inventoried and some have been placed on the new engine (923). Most of the radio equipment has been delivered, invoiced, and paid. Three mobile radios and fittings are in Oregon at the Braun production facility for installation on the ambulance. The LED tube lights have been delivered and invoiced and are ready to be installed by scaffolding. Coffee urns have been delivered and invoiced.

CREATE 2017: RFPD was approved for up to \$1,944 in funds towards the proposed First Responder class. The current proposal for the class is \$6,440 for (8) students. The rest of the funding for the class would come from the Rico Center discretionary training funds, the RFPD training budget, and participant share. Tyler Lapp commented that he would like to see a student agreement (similar to the 2013 EMT class where the participants would pay \$150 prior to taking the class) drafted for the May meeting. Kunz will contact Matt Lindsay in re: class scheduling and instructor.

Grants (Submitted):

SWRETAC SD grant: Kunz was informed that RFPD will be eligible to apply for up to \$4,000 in funds from the SD grant program, but has not received the application as of the meeting date. SD funds cannot be used to match CREATE funds for the First Responder class. Keith Keesling has replaced Todd Parisi as the new County Emergency Manager but will not be involved in the SD grant application.

Fire Chief Report:

Todd Jones gave the Fire Chief report:

Runs: (2) runs: propane odor on Short Street (stood down); Rico EMS evaluated a woman in transit who complained of an injury on the Roadrunner bus.

Equipment: Engine 922 will need a new block heater and a hose reel repair. Chief Jones would like to use some of Michael Halcoussis' money to continue outfitting 923 (Spartan engine). He will get a list together for next month. RFPD's older Mack pumper will probably be donated to the West Fork's new Fire District (the truck is currently parked in Dolores), otherwise be sold, perhaps through an online auction service.

Training: Rookies have traveled to Mancos for live fire exercises; (4) RVFD members traveled to Dolores on 4/17 for a wildland refresher; RVFD will train on rope rigging for swiftwater rescue at the regular meeting on 4/25; there is an upcoming S130/190 (wildland fire) class in Lewis/Arriola; First Responder class to be scheduled (see CREATE grant above).

The Piedmont explosion site has been partially cleaned up. The next meeting of the investigators is scheduled for May 8-10.

Old Business:

Tri-State 2017: The Tri-State packets, including forms and a welcome letter, will be mailed out in May. Brian Lewis will donate clean fill to continue extending the soccer field. Jones will do the leveling, and Superior Sod in Montrose will do a partial donation for the sod or free delivery. Durango Party Rental donated part of the cost of the tents but will require a deposit of \$1033.80, which will deplete the majority of the Tri-State fund balance; more sponsors and donations will be needed. Southwest Memorial will provide EMS staff during the event.

Personnel policies/Insurance: Tyler Lapp and Gregg Anderson reviewed the Telluride Fire Protection District's personnel handbook and have begun adapting it for RFPD. Some language will need to be adapted for differing pensions and mutual aid stipends. Anderson will get a copy of Telluride's Standard Operating Procedures.

New Business:

Fourth of July 2017: the Fourth falls on a Tuesday this year. Old-Timers' picnic will be scheduled for Sunday the 2nd; the parade, duck race and fireworks will be on the Fourth. Kunz will provide an inventory of member tee shirts as well as tees for sale at the May meeting. There was discussion in regards to getting a new RFPD logo for promotional purposes and for the Tri-State event: Sarah Fulsom and Jesse Robertson might be contacts. Suggestion was made to contact the Womens' Club and Rico Center to see if they can help staff the food line.

The RFPD regular May meeting will be rescheduled from 5/22 to 5/8 due to Kunz being out of town.

A motion to adjourn was made by Gregg Anderson and seconded by Tom Clark at 8:13 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
May 8th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:06 p.m. by Chairman Tyler Lapp.

Members Present: RFPD members Gregg Anderson, Tom Clark, Tyler Lapp and Susan Robertson.

Guests Present: RFPD Administrator Dave Kunz. Chief Todd Jones was on a fire call.

Approval of Agenda: Gregg Anderson moved to approve agenda as written for May 8th, 2017; Tom Clark seconded the motion. Approval was unanimous.

Approval of Minutes: Gregg Anderson moved to approve the minutes for April 24th, 2017 as written; Tyler Lapp seconded. Approval was unanimous.

Public Comment: No public comment.

Approval of Financial Report and Accounts Payable: Tom Clark moved to approve the Financial Report and pay the bills as presented, and also to approve the payment of \$188,168 to Braun Northwest for the new ambulance later in the month. Braun NW will hold the payment until RFPD receives the EMTS grant program reimbursement of \$153,451.56 (80% match of the original proposed project). Gregg Anderson seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

CDPHE EMTS-16: RFPD was awarded \$153,451.56 of State funding to purchase a new ambulance, gurney and associated safety equipment. RFPD will provide the balance of the required 20% match (approximately \$37,295.70) using \$20,000 of County funding (received and deposited), and the balance from the RFPD General Fund. Additional funding has been provided by Michael Halcoussis (\$10,000 for the liquid spring suspension), the Rico Center (\$2,730.14 for 3 mobile radios and accessories), and the 2016 SWRETAC SD grant (\$1,450 for ambulance equipment). RFPD has received the Stryker gurney and been reimbursed by the State. The ambulance will be completed and ready for pickup at the end of May. The grant must be closed out by 6/30/17.

Rico Center 2016-17: Grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, and hospitality equipment); Fourth of July 2017 (\$2,425 for food/consumables). The fire hose and fittings were delivered and invoiced, have been inventoried and some have been placed on the new engine (923). Most of the radio equipment has been delivered, invoiced, and paid for. Three mobile radios and fittings are in Oregon at the Braun production facility for installation on the ambulance. The LED tube lights have been delivered and invoiced and are ready to be installed by scaffolding. Coffee urns have been delivered and invoiced.

CREATE 2017: RFPD was approved for up to \$1,944 in funds towards the proposed First Responder class. The current proposal for the class is \$6,440 for (8) students. The rest of the funding for the class would come from the Rico Center discretionary training funds, the RFPD training budget, and participant share. The student agreement will be reviewed under new business. Kunz will contact Matt Lindsay in re: class scheduling and instructor.

Grants (Submitted):

SWRETAC SD grant: Kunz has received the SD grant application. RFPD will be eligible to apply for up to \$4,000 in funds for trauma related equipment and training. Kunz plans to apply for ambulance equipment, communications equipment, and training if possible.

Fire Chief Report:

Dave Kunz gave the Fire Chief report as Chief Jones was at a fire in Mancos:

Runs: (2) runs: a reported motor vehicle accident, and the ongoing fire at Western Excelsior.

Equipment: Engine 922 will need a new block heater and a hose reel repair. Chief Jones would like to use some of Michael Halcoussis' money to continue outfitting 923 (Spartan engine). He will get a list together for next month. RFPD's older Mack pumper will probably be donated to the West Fork's new Fire District (the truck is currently parked in Dolores), otherwise be sold, perhaps through an online auction service.

Training: RVFD has done several rope rigging/z-rig setups for swiftwater rescue; both at weekly trainings and in exercises with Dolores Fire; the First Responder class is to be scheduled (see CREATE grant above).

Old Business:

Tri-State 2017: The Tri-State packets, including forms and a welcome letter, will be mailed out later in May. More sponsorship money will be needed to pay for Tri-State expenses, including trophies, the event program (including sponsor acknowledgments), banners, sanitary facilities, music, and tent rental. Besides the income from sponsorships, RFPD hopes to make income during the event from selling the stainless and plastic cups as well as RFPD tee shirts. The Rico Center has awarded some money for the stainless cups. Sweatshirts/hoodies could also be printed up for sale. Meal ticket prices should be set so that receipts will cover all of the food and related expenses. Keith Keesling (new County Emergency manager) suggested some additional businesses to approach for sponsorships. His wife now owns the Dove Creek Press, which will run a promotional ad to try to help get additional sponsors for the event. The Dolores County Commissioners will meet in Rico on June 5th and RFPD is on the agenda to present information about the Tri-State event.

Fourth of July 2017: the Old-Timers' picnic will be scheduled for Sunday the 2nd; the parade, duck race and fireworks will be on the Fourth (Tuesday).

The Board reviewed the expenses for the Fourth: Rico Center funding will cover anticipated expenses for the Old Timers' picnic and the FOJ food line. Sources of revenue include RFPD merchandise (tee shirts), Duck Race tickets, and donations. The Board expressed concern about Fourth revenue being lower this year due to the Tuesday date, and that it was important for the fireworks to stay at the budget of \$4,400.

The Rico Women's Club will hold FOJ organizational meetings on Monday, May 22 and on Monday, June 2. Both meetings will be held at 7 PM at the Rico Courthouse.

Personnel policies/Insurance: Board members Lapp and Anderson have been modifying the Telluride personnel handbook for use by the Rico Department. Items for discussion and clarification included training requirements to qualify for RFPD pension (State requirements require 36 hours of fire related training per year); designated smoking area; appropriate procedure for reporting Department-related injuries and to whom they should be reported (to Safety Officer, Chief, or Administrator and the Administrator will file the claim with Pinnacle); return to Department service after an injury; and clarification of insurance coverage in regards to alcohol at special events. Lapp and Anderson will also review Telluride FPD's operational procedures, although specific modification of those will be up to Chief Jones.

New Business:

First Responder Class student agreement: The Board reviewed the agreement which requires FR students to pay \$150, to be reimbursed after successful completion of the class and a term of service.

Update: EMTS/ new ambulance: Covered above. Kunz has a flight booked on June 1 to the production facility. He said he will inspect the vehicle on the 2nd, and hopefully get it back to Rico by June 4th. Kunz said that he hoped to have the new ambulance at the Commissioners meeting on the 5th for a photo op. Kunz will use the WEX card for diesel on the way back and have the District directly pay for his other charged expenses.

Commnet Generator proposal: Commnet holds the cellphone lease and would like to put a propane-fired generator on-site to provide backup power. There was a general discussion about how to proceed with Commnet with an eye toward obtaining backup power for the Fire Station, maintaining the future development potential of

the RFPD property, and not getting so involved with Commnet that terminating the lease would be impractical. Gregg Anderson suggested that maybe Commnet could purchase a generator sized sufficiently to power the building and then RFPD would operate the generator and provide the backup power as part of the lease. Tyler Lapp suggested checking additional sources of grant funding for this project through emergency preparedness grants, and that possibly Keesling could be of some help. Kunz will research options and try to get a meeting for a site walk with Mike Myers (Commnet rep) later in the month.

A motion to adjourn was made by Tyler Lapp and seconded by Gregg Anderson at 8:38 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
June 19th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:15 p.m. by Chairman Tyler Lapp.

Members Present: RFPD members Gregg Anderson, Tom Clark, and Tyler Lapp. Susan Robertson was absent.

Guests Present: RVFD Chief Todd Jones; RFPD Administrator Dave Kunz.

Approval of Agenda: Gregg Anderson moved to approve agenda as written for June 19th, 2017; Tom Clark seconded the motion. Approval was unanimous.

Approval of Minutes: Gregg Anderson moved to approve the minutes for May 8th, 2017 as written; Tyler Lapp seconded. Approval was unanimous.

Public Comment: No public comment.

Approval of Financial Report and Accounts Payable: Gregg Anderson moved to approve the Financial Report and pay the bills as presented, and also to approve the remaining payment of \$142,436 to Braun Northwest for the new ambulance since the EMTS funding has been received. Tom Clark seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

CDPHE EMTS-16: RFPD was awarded \$153,451.56 of State funding to purchase a new ambulance, gurney and associated safety equipment. RFPD will provide the balance of the required 20% match (approximately \$37,295.70) using \$20,000 of County funding (received and deposited), and the balance from the RFPD General Fund. Additional funding has been provided by Michael Halcoussis (\$10,000 for the liquid spring suspension), the Rico Center (\$2,730.14 for 3 mobile radios and accessories), and the 2016 SWRETAC SD grant (\$1,450 for ambulance equipment). RFPD has received the Stryker gurney and been reimbursed by the State. The ambulance has been delivered and is being prepared for service. The grant must be closed out by 6/30/17.

Rico Center 2016-17: Grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, and hospitality equipment); Fourth of July 2017 (\$2,425 for food/consumables). The fire hose and fittings were delivered and invoiced, have been inventoried and some have been placed on the new engine (923). Most of the radio equipment has been delivered, invoiced, and paid for: three mobile radios and fittings were installed on the ambulance, and mobile/base radios are in operation at the firehouse. The LED tube lights have been delivered and invoiced and are ready to be installed by scaffolding. Coffee urns have been delivered and invoiced, and the tables and chairs have been delivered.

CREATE 2017: RFPD was approved for up to \$1,944 in funds towards the proposed First Responder class. The current proposal for the class is \$6,440 for (8) students. The rest of the funding for the class would come from the Rico Center discretionary training funds, the RFPD training budget, and participant share. Class scheduling and instructor continues to be an issue.

Grants (Submitted):

SWRETAC SD grant: Kunz applied for \$3975.51 in clinical care and communications equipment.

Fire Chief Report (Chief Jones)

Runs: (3) runs: a seizure on River St.; abdominal pain on Hwy. 145; a raft rescue south of the West Fork; and a MVA at mile marker 33.

Equipment: Engine 921 needed a tie rod repair. Engine 923 will need to be re-lettered; Kunz will contact Porcupine graphics. Old 925 will be stripped of EMS gear and be turned into a SAR command vehicle. Rick Merrick jamed the opening into the firehouse addition. Benn Vernadakis is planning to base and case the addition.

Training: Justin Sinclair has been re-certified as a CPR instructor and put on a CPR class for (8) RFPD members. The First Responder class is to be scheduled (see CREATE grant above).

Old Business:

Tri-State 2017: Tri-State packets were mailed out. Donation money is coming in, and the menu has largely been figured out. Chief Jones and Robertson attended a Tri-State Board meeting on May 20th. Chief Jones would like to get the bathroom urinal fixed prior to Tri-State. Jones would also like to get badges for all members and dress shirts for the members who do not have them. Planned trainings for the Tri-State event include the CODOPS burn trailer; San Miguel Power; Telluride HAZMAT; Drones from Dolores; Helicopter operations (Flight for Life); GPS/Dog training; possibly a pump training or smoke reading class.

Fourth of July 2017: the Old-Timers' picnic will be scheduled for Sunday the 2nd; the parade, duck race and fireworks will be on the Fourth (Tuesday).

The Board reviewed the expenses for the Fourth: Rico Center funding will cover anticipated expenses for the Old Timers' picnic and the FOJ food line. Sources of revenue include RFPD merchandise (tee shirts), Duck Race tickets, and donations. Some members of the Women's Club will help Susan Robertson with the Food Line. Gregg Anderson made a motion to approve \$6,500 in expenses to Big Bang/Steve Grooms for the fireworks; Tom Clark seconded; approval was unanimous.

Todd Jones mentioned that Michael Halcoussis was interested in funding 10% of a firehouse expansion on the south lots.

Personnel policies/Insurance: Tyler Lapp questioned Vanessa Ruggles of Western Group about event liability for alcohol consumption during special events (allowed) and during trainings (not allowed); also policies regarding return to Department service following an injury.

Commnet Generator proposal: Commnet holds the cellphone lease and would like to put a propane-fired generator on-site to provide backup power. San Miguel Power is also looking to relocate their repeater from Expectation Mountain into town due to accessibility and maintenance issues. The District would like to have backup power for lighting, communications, door operations and heat to aid firehouse operations in the event of a power outage and also if the firehouse is needed as an emergency shelter during an extended outage. Kunz has been asking County Emergency manager Keith Keesling about additional sources of grant funding to put toward the project. General direction from the Board was to proceed, seeing what all interested parties could bring to the table.

A motion to adjourn was made by Tom Clark and seconded by Tyler Lapp at 8:17 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
July 17th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:11 p.m. by Chairman Tyler Lapp.

Members Present: RFPD board members Gregg Anderson, Tom Clark, Tyler Lapp, and Susan Robertson.

Guests Present: RVFD Chief Todd Jones; RFPD Administrator Dave Kunz.

Approval of Agenda: Susan Robertson moved to approve agenda as written for July 17th, 2017; Gregg Anderson seconded the motion. Approval was unanimous.

Approval of Minutes: Gregg Anderson moved to approve the minutes for June 19th, 2017 as written; Tom Clark seconded. Approval was unanimous, with Susan Robertson abstaining.

Public Comment: No public comment.

Approval of Financial Report and Accounts Payable: In addition to the bills listed in the financial report, Kunz requested approval for two additional bills: \$83.20 to Emergency Medical Products (to be reimbursed under the SWRETAC SD grant) and \$238.32 to WS Darley (Fire equipment). The Board also discussed the fireworks bill and agreed to pay an additional \$1000.00 to Big Bang Fireworks in addition to the \$6500.00 approved at the June meeting. Gregg Anderson moved to pay the bills as presented as well as the additional three; Susan Robertson seconded the motion. Approval was unanimous. Gregg Anderson then moved to approve the Financial Report; seconded by Susan Robertson. Approval was unanimous. Chief Jones added to expect a \$27.00 bill from Mountain Top Fuel for ice.

Administrative Report:

Grants (Awarded):

CDPHE EMTS-16: Kunz reported that all deliverables for this grant have been met and the final reports filed. RFPD received the Certificate of Origin for the ambulance from Braun NW and has submitted the necessary documentation to Dolores County to get the vehicle titled and tagged. Kunz sent the Board a final accounting of all money received and spent from all sources to fulfill this project. The final cost of the project totaled \$206,696.86; RFPD's final financial contribution to the project, including travel and fuel expenses was \$19,065.16, which is \$631.26 more than originally anticipated.

Rico Center 2016-17: This grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, and hospitality equipment); Fourth of July 2017 (\$2,425 for food/consumables). As the Fourth of July has passed, nearly all of the items for this grant have been purchased and paid for with the exception of a few Communications items and the remainder of the training budget.

CREATE 2017: RFPD was approved for up to \$1,944 in funds towards the proposed First Responder class. The current proposal for the class is \$6,440 for (8) students. The rest of the funding for the class would come from the Rico Center discretionary training funds, the RFPD training budget, and participant share. Class scheduling and instructor continues to be an issue. Gina Kotarski has presented several alternatives that may cost less for the class. With the Tri-State event upcoming, Kunz will see if the funds can be held until the next grant cycle or if a reapplication will be necessary.

SWRETAC SD grant: Awarded \$3975.51 in clinical care and communications equipment. Kunz has received the payment check and is fulfilling this grant. Closeout date for this grant is December 12th, 2017.

Grants (Potential):

FEMA Hazard Mitigation Grant Program: Kunz attended the 7/17 Dolores County commissioners meeting and has spoken to Rico Town Manager Kari DiStefano and Dolores County Emergency Manager Keith Keesling regarding using this grant program to fund a backup generator system for the Rico Firehouse. The District would like to

confirm that the Town of Rico will adopt the FEMA assessment before committing to pursue the grant (the Town would adopt the plan on second reading by September at the earliest). Kunz will do some preliminary research into the funding but not write the grant at this time.

Fire Chief Report (Chief Jones)

Runs: (9) runs, (6) of which were considered mutual aid. No transports. Calls included a heat exhaustion victim on the Dunton Road on 6/26; a wildland fire at Groundhog Reservoir followed by a MVA there on 7/2; a 5-person MVA on the Dunton road on 7/4; several minor MVA's closer to Rico, and a SAR in Scotch Creek on 7/16.

Equipment: Benn and Rick trimmed out the addition with base and case. Kunz is talking to Porcupine Graphics about updating the gold leaf graphics on the new 923. The old 925 could be refurbished as a SAR command/wildland rehab vehicle if the State (which has partial ownership) approves. Jones would like to get the FH septic pumped (Jones and Robertson also need their tanks pumped, there was general agreement that Jones could schedule the service) and the bathroom urinal fixed. Jones would like to use some Halcoussis money to purchase additional wildland gear, specifically another chainsaw, possibly more fire shelters and backpacks. Jones also brought up purchasing wildland boots; Kunz mentioned that the VFA grant can be used as a 50% match.

Training: Department operations are focused on preparing for the Tri-State event.

Old Business:

Tri-State 2017: RFPD has received 154 registrations from 9 agencies plus the Life Members. RFPD has received \$6146 in daily registration fees, and receipt is pending of an additional \$1330. RFPD has also received nearly \$7880 in donations to sponsor the event, plus over \$800 from the GoFundMe page.

The Callaway food order will have to be submitted by 7/26 at the latest, so Jones is reaching out to the Departments that have not yet responded to finalize the headcount. Jones also wants to account for feeding the SWMH ambulance crew, K-9, the trainers and the band, plus the 15 RVFD members who will work the event, making the headcount closer to 200. The District agreed to pay the \$1,050 for the RVFD members' meals as a training expense.

Personnel policies/Insurance: Tabled until next month.

Commnet Generator proposal: Kunz met with Michael Meyers of Commnet and looked at the existing site. Commnet's equipment will only need 5-6 amps of power to run and could use either a propane fired or diesel generator. The firehouse will obviously take much more power to run. While Meyers is only a field worker, he seems willing to advise his superiors to work with RFPD with an eye to the big picture, including backup power generation and RFPD utilization of the lots to the South of the firehouse. Meyers suggested that the Commnet tower could be placed inside the tower on the east of the firehouse, improving reception and freeing up the concrete pad for firehouse expansion. SMPA has also expressed interest in moving their VHF equipment to the Rico firehouse for ease of service. Kunz has requested a sample lease agreement for the SMPA equipment from their radio provider, Two-Way Radio of Grand Junction.

New Business:

Fourth of July 2017 debrief: Kunz presented the Board with a spreadsheet showing all of the FOJ expenses and revenues. While there are a few minor bills and sources of revenue outstanding, and allowing for the \$7500 payment for the fireworks, the event was in the black by approximately \$155.

RFPD website: Kunz updated the board on the RFPD website. The site stopped functioning normally around July 2. The main page of the website comes up but nothing beyond that, meaning that the web store, FOJ schedule and Tri State page are unreachable. Kunz emailed Judy Schaeffer, who set up the site and provides the hosting for free on July 2 but received no response. Kunz called Schaeffer after the Fourth but she has not yet gotten the site back up.

Firehouse lighting/fluorescent tube recycling: The (20) LED replacement tubes paid for by the Rico Center grant have been installed to replace the old, failing fluorescent fixtures. SMPA has rebated half of the cost of the LED's. Kunz asked the Board if they would like to continue to replace the old fluorescent tubes or wait for the next RC grant cycle. There are now approximately 50 of the old fluorescent tubes to be disposed of, and there is no local recycling available. One alternative is to buy prepaid mailers to recycle the bulbs. One mailer holds (25) bulbs and costs \$100. The Board will consider the alternatives.

A motion to adjourn was made by Tyler Lapp and seconded by Tom Clark at 8:45 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
August 21st, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:11 p.m. by Acting Chairman Gregg Anderson.

Members Present: RFPD board members Gregg Anderson, Tom Clark, and Susan Robertson. Tyler Lapp arrived at 7:17 p.m.

Guests Present: RFPD Administrator Dave Kunz.

Approval of Agenda: Susan Robertson moved to approve agenda as written for August 21st, 2017 ; Tom Clark seconded the motion. Approval was unanimous.

Approval of Minutes: Susan Robertson moved to approve the minutes for July 17th, 2017 as written; Tom Clark seconded. Approval was unanimous.

Public Comment: No public comment.

Tyler Lapp arrived (7:17 PM) and took over the chairmanship of the meeting.

Approval of Financial Report and Accounts Payable: As part of the Financial Report, the Board reviewed the Tri-State financial summary. There are still outstanding bills to be paid to Waste Management as well as the Tri-State organization, however it appears that the event made approximately \$10,000 in profit. General comment by the Board was to close out the Tri-State account and transfer funds into the General Account by the next regular meeting. Gregg Anderson asked to see a breakout of Kunz's hours for the event. Susan Robertson moved to pay the bills as presented and to approve the financial report; Tom Clark seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

CDPHE EMTS-16: Closed out. Kunz contacted the CDPHE in regards to the repurposing of the old ambulance as a SAR command unit and has received instructions on the procedure for doing so.

Rico Center 2016-17: This grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, and hospitality equipment); Fourth of July 2017 (\$2,425 for food/consumables). Nearly all of the items for this grant have been purchased and paid for with the exception of the battery backup (under Operations) and the remainder of the training budget. The final grant report is due September 1st.

CREATE 2017: RFPD was approved for up to \$1,944 in funds towards the proposed First Responder class. RFPD was unable to use the funds in a timely manner due to difficulty lining up the instructor and scheduling, so reapplication for these funds will be necessary.

SWRETAC SD grant: Awarded \$3975.51 in clinical care and communications equipment. Kunz has received the payment check and is fulfilling this grant. Closeout date for this grant is December 12th, 2017.

Grants (Potential):

FEMA Hazard Mitigation Grant Program: this grant program could fund a backup generator system for the Rico Firehouse. The District would like to confirm that the Town of Rico will adopt the FEMA assessment before committing to pursue the grant (the Town would adopt the plan on second reading by September at the earliest). The application for these funds would not occur until fall of 2018.

Rico Center 2017-18: The Board discussed potential RC funding for: firehouse storage and lighting improvements; additional food preparation/hospitality items; discretionary training; and the conversion of the old ambulance into

a SAR command. Kunz will start a list of potential funding needs prior to the September meeting. The grant application deadline is October 1st.

Kunz asked the Board if there were additional projects he should be working on for 2017 since the ambulance purchase and the Tri-State event have been completed. The Board directed Kunz to prepare the first draft of the 2018 budget for the October meeting.

Fire Chief Report (given by David Kunz due to Todd Jones' absence)

Runs: (3) runs: a (6) patient incident involving four motorcycles and a deer at MM 48 on 7/23; a female with an arm laceration on 7/23; a hydraulic leak that required hazmat spill management On 7/26 (mutual aid to Dolores).

Equipment: Kunz mentioned that there were some additional improvements and maintenance that should be done at the Firehouse prior to winter: repair of roof vents; possible abandonment of the highest propane tube heater; repair of the front door; additional shelving units; disposal of surplus chairs and refrigerator; shelving units for food and cooking equipment storage; rollup garage door in the addition; final installation of base radios; disposal of old fluorescent tubes. The Board approved the recycling of the fluorescent tubes and directed Kunz to put out the list of maintenance and improvements items to the Department members to see if any would like to perform the work.

Training: Gregg Anderson commented that Jim Boeckel and Telluride Fire and EMS have training resources available and may be willing to come to Rico to teach classes.

Old Business:

Personnel policies/Insurance: Tabled until next month.

Commnet Generator proposal/SMPA radio equipment: Kunz has received a sample draft of a lease agreement from Two-Way radio that could be a template for the SMPA lease.

Firehouse lighting/fluorescent tube recycling: The Board approved the recycling proposal in which the replaced fluorescent bulbs will be recycled via prepaid mailers.

New Business:

Tri-State debrief: The financial summary for the event was reviewed during the Financial Report. While the event brought a lot of people to town, local businesses did not see the traffic that they were expecting. As the event required a lot of work from the Department, event staff, and the community at large, the Board directed Kunz to write a letter of thanks to go in regional papers in Telluride, Cortez and Dove Creek, as well as specific thanks to go to the Women's Club and the Rico Center.

RFPD participation in Voluntary Firefighters Cancer Benefits Trust (SB 17-214): The voluntary trust was set up to benefit firefighters who are diagnosed with one of five cancer types. Due to the physical exam requirements and costs associated with opting into the trust, the Board decided not to opt into the trust at this time.

Other Business: Tyler Lapp moved to approve the placement of a county-funded AED in the firehouse entry, and to approve the use of the driveway apron for the Care and Share Food Bank to distribute food in Rico. Gregg Anderson seconded. Approval was unanimous.

A motion to adjourn was made by Gregg Anderson and seconded by Tyler Lapp at 8:22 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
September 18th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:10 p.m. by Chairman Tyler Lapp.

Members Present: RFPD board members Tom Clark, Tyler Lapp and Susan Robertson. Gregg Anderson was absent.

Guests Present: RVFD Chief Todd Jones; RFPD Administrator Dave Kunz; Florence Ezell and Mary Hagan.

Approval of Agenda: Tom Clark moved to approve agenda as written for September 18th, 2017; Susan Robertson seconded the motion. Approval was unanimous.

Approval of Minutes: Susan Robertson moved to approve the minutes for August, 21st, 2017 as written; Tom Clark seconded. Approval was unanimous.

Public Comment: Florence Ezell recommended May Hagan as an RFPD Board Member and reminded the Board about the Rico Center grant deadline. Ms. Ezell expressed her concern about the limited number of EMT's on the Department roster and that the Rico Center could potentially fund an EMT class. Chief Jones reminded Ms. Ezell that the funding would not include personnel.

Approval of Financial Report and Accounts Payable: Tom Clark moved to pay the bills as presented, with an additional bill to Two-Way Radio of Grand Junction for a base radio power supply (\$315) and to approve the financial report; Susan Robertson seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

Rico Center 2016-17: This grant was approved to fund: RFPD Operations (\$15,114 for hose, fittings, radio equipment, firehouse lighting); Firehouse capacity/Tri-State (\$6,996.37 for chairs, tables, and hospitality equipment); Fourth of July 2017 (\$2,425 for food/consumables). The final grant report is due September 1st.

CREATE 2017: RFPD was approved for up to \$1,944 in funds towards the proposed First Responder class. Kunz recently learned that the funding was carried forward into 2018.

SWRETAC SD grant: Awarded \$3975.51 in clinical care and communications equipment. Kunz has received the payment check and is fulfilling this grant. Closeout date for this grant is December 12th, 2017.

Grants (Potential):

Rico Center 2017-18: On the agenda. The grant application deadline is October 1st, 2017.

FEMA Hazard Mitigation Grant Program: this grant program could fund a backup generator system for the Rico Firehouse. The District would like to confirm that the Town of Rico will adopt the FEMA assessment before committing to pursue the grant. The application for these funds would not occur until fall of 2018.

In addition to grants, Kunz has been working on closing out the Tri-State event. All bills have been paid with the exception of the dues money payable to the Tri-State organization. Kunz is also working up a letter of thanks to be sent to all donors. Specifics will be addressed under "Old Business".

Fire Chief Report: Fire Chief Todd Jones.

Runs: (7) calls: A hiker with an injured ankle in the Wilsons refused transport; a 16 Y.O. male had minor injuries after traveling a fair distance off the road at MM 32.5; a disoriented driver left the scene after a pageout to MM 45, CSP later called for RFPD to respond to the same driver a MM 43; a SAR was cancelled after a hiker was located near Lizard Head; 2 persons were injured on horseback near Nipple Mountain; there was a chimney fire at the old Mineshaft Inn.

Equipment: a small generator will be installed on the new Spartan 923 engine; the old 923 (Mack) and ladder truck (now at Dolores Fire Department) will be sold through Big Iron sales. The two Departments will split the share of the proceeds.

Training: Lack of EMS personnel is and will continue to be an issue. As Southwest Hospital is now staging an ambulance in Dolores, Chief Jones stated that he would request automatic aid from SWMH whenever Rico is paged for EMS. Telluride EMS could be an option as well.

While there is \$2000 left in the training budget and CREATE funding for an Emergency Medical Responder class, the class will still need to be scheduled and approved by Kenton Asche, the RFPD medical director. Gina Kotarski may be able to teach the class for less money than Southwest Memorial Hospital Education Center had previously quoted. Chief Jones would like to see the newer FD members (and any other department members) participate in Firefighter 1 training, whether offered in Dolores, Telluride or Rico. The Board also discussed options for counseling resources available to RFPD members.

Old Business:

Personnel policies/Insurance: Tyler Lapp finished the draft of the Personnel Policies and handbook. Susan Robertson asked if the approval could be tabled until next month as she had not had time to adequately review the document.

Commnet Generator proposal/SMPA radio equipment: Kunz requested an update from Michael Myers of Commnet and Chris Green of Two Way Radio, who is representing SMPA, but has not heard back from either of them.

Tri-State Closeout: Kunz presented a summary of the Tri-state event to the Board members. The Dolores State Bank TS account balance is \$8,212.53; Paypal (which is set up to transfer to the DSB Hose Co. account), contains \$3,080. The Rico Center should reimburse \$2,256.40 for the event, which includes the stainless steel cups, the t-shirts, and the meal expense for RFP members. The sole remaining bill for the event is \$865 to the Tri-State organization for Fire department dues and late fees, making the net income from the event \$12,683.93 - a very good job due to hard work by all. Suggestion was made to ensure that all members have dress uniforms for next year.

New Business:

Preliminary Certification of Valuation/ 2018 budget: Kunz told the Board that he had received the preliminary Certificate of Valuation from the DOCO assessor and it appears that the valuation of Fire District properties will decline slightly for 2018. Given essentially the same budget for next year, the Board directed Kunz to use the 2017 budget as a template for the 2018 budget draft to be presented in October. Tyler Lapp asked to include when the AD&D policy would renew, as it is a one-year payment for three years of benefits.

Rico Center 2018: Kunz presented a spreadsheet for the Board to review that summarized the upcoming RC grant request which includes fire equipment and fire station improvements, as well as the Fourth of July funding request.

2017 grant summary YTD: Kunz presented a summary of RFPD's total grant income for 2017, as per Gregg Anderson's request. Kunz receives a 5% commission on gross grant awards: (\$183,685.32 in 2017).

Additional Business: Mary Hagan's appointment will be on the agenda for October, 2017 (thanks, Mary)! Chief Jones brought up the potential for expanding the District's boundaries to eliminate the "no man's land" in the middle of Dolores County – e.g.: Groundhog Reservoir and the West Fork – looking forward towards how these areas may be covered in the future.

A motion to adjourn was made by Tom Clark and seconded by Tyler Lapp at 8:48 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
October 30th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:08 p.m. by Chairman Tyler Lapp.

Members Present: RFPD board members Tom Clark, Tyler Lapp and Gregg Anderson. Susan Robertson was absent.

Guests Present: RVFD Chief Todd Jones; RFPD Administrator Dave Kunz; prospective board member Mary Hagan.

Approval of Agenda: Gregg Anderson moved to approve agenda as written for October 30th, 2017; Tom Clark seconded the motion. Approval was unanimous.

Appointment of new Board Member/ Oath of Office: Gregg Anderson moved to appoint Mary Hagan as an RFPD Board member. Tyler Lapp seconded the motion. Approval was unanimous. Mary Hagan read the Oath of Office. Her term will expire in May of 2018.

Approval of Minutes: Tom Clark moved to approve the minutes for September 18th, 2017 as written; Tyler Lapp seconded. Approval was unanimous.

Public Comment: No Public Comment.

Approval of Financial Report and Accounts Payable: Gregg Anderson moved to approve the financial report and to pay the bills as presented; seconded by Tom Clark. Approval was unanimous.

Administrative Report:

Grants (Awarded):

Rico Center 2016-17: Closed out/reimbursed (\$24,535.37)

CREATE 2017: RFPD was approved for up to \$1,944 in EMTS- CREATE funds towards the proposed First Responder class. Opinions vary on whether RFPD can utilize the funds without the students taking a final exam. The EMR class has been rescheduled for November at a lower cost using the ASCHI curriculum and Gina Kotarski as the teacher. Physician Adviser Kenton Asche and Matt Lindsay have OK'd the course. Cost of the class will be \$580.11 for the books and an estimated \$2235 for Gina's instruction and travel time. Gregg Anderson moved to approve \$2815.11 towards the class; Tyler Lapp seconded. Approval was unanimous.

SWRETAC SD grant: Awarded \$3975.51 in clinical care and communications equipment. Kunz has received the payment check and is fulfilling this grant. Closeout date for this grant is December 12th, 2017.

Grants (Potential):

Rico Center 2017-18: A request for \$24,815.40 in firehouse equipment and \$2,525 for the 2018 Fourth of July was submitted on October 1st, 2017.

FEMA Hazard Mitigation Grant: No update.

Kunz's hours in the last month have included condensing and reorganizing the electronic files; renewing the USFS lease for the repeater site; and working out the 2018 budget.

Fire Chief Report: Fire Chief Todd Jones.

Runs: (2) runs: a single-vehicle MVA at MM 58.5 (Telluride EMS transported the patient); an ATV accident on Willow Divide (West Fork).

Equipment: Todd Jones fixed a broken switch on the Suburban that prevented the emergency lights from working. Chief Jones also mentioned that the exhaust vents at the roof of the building will need repair before winter. Kunz asked Lapp if he could do a quick course for the Department on compressor maintenance and testing.

Training: EMR class pending, as above.

Old Business:

Personnel policies/Insurance: Gregg Anderson moved to approve the adoption of the Personnel Policy manual as drafted by Tyler Lapp. Tom Clark seconded. Voting in favor were: Anderson, Clark and Lapp. Mary Hagan abstained from voting.

Commnet Generator proposal/SMPA radio equipment: No update.

Tri-State Closeout: RFPD's Tri-State account will issue a final check for the funds due to the Tri-State organization (\$865). Kunz and Chief Jones are finishing up the last of the documentation, which is due to be turned in by early November.

New Business:

2018 budget: The Board reviewed the 2018 budget worksheet with updated 2017 actuals through 10/30. Additional revenue items to consider for 2018 include the renegotiation of the Commnet (cell tower) lease. Increased expenses include the general insurance policy, which has increased from under \$7,000 to \$8,248. By Colorado statute, the Budget must be adopted by December 15th.

Comment was made to purchase station shirts, pants and badges out of the 2017 clothing budget.

EMR Class: covered under Administrative Report.

Medicare Revalidation: Lapp and Kunz have been working through the revalidation process with Business Options. Due to the cost of the revalidation, all documents have been signed but the application will not be submitted until there is a qualifying claim.

Additional Business: Due to Thanksgiving and the Budget Adoption, the Board agreed to schedule the November regular meeting on November 13th and the December meeting on December 11th.

A motion to adjourn was made by Gregg Anderson and seconded by Tom Clark at 8:35 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
November 13th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:05 p.m. by Chairman Tyler Lapp.

Members Present: RFPD board members Tom Clark, Mary Hagan, Tyler Lapp and Susan Robertson. Gregg Anderson was absent.

Guests Present: RFPD Administrator Dave Kunz; RVFD Assistant Chief Dylan Robertson.

Approval of Agenda: Tom Clark moved to approve agenda as written for November 13th, 2017; Susan Robertson seconded the motion. Approval was unanimous.

Approval of Minutes: Tyler Lapp moved to approve the minutes for October 30th, 2017 as written; Tom Clark seconded. Clark, Lapp and Hagan voted in favor; Robertson abstained.

Public Comment: No Public Comment.

Approval of Financial Report and Accounts Payable: Tom Clark moved to approve the financial report and to pay the bills as presented; seconded by Susan Robertson. Approval was unanimous.

Administrative Report:

Grants (Awarded):

CREATE 2017: RFPD was approved for up to \$1,944 in EMTS- CREATE funds towards the proposed First Responder class. Opinions vary on whether RFPD can utilize the funds without the students taking a final exam. The EMR class has started, with Gina Kotarski as teacher. If classes go as scheduled, the (10) RVFD members should complete the class by the end of the year.

SWRETAC SD grant: Awarded \$3975.51 in clinical care and communications equipment. Kunz has received the payment check and is fulfilling this grant. Closeout date for this grant is December 12th, 2017.

Grants (Potential):

Rico Center 2017-18: A request for \$24,815.40 in firehouse equipment and \$2,525 for the 2018 Fourth of July was submitted on October 1st, 2017.

FEMA Hazard Mitigation Grant: No update.

Fire Chief Report: Assistant Chief Dylan Robertson.

Runs: No runs.

Equipment: The '67 Mack was sold through Big Iron auctions. The Suburban should get new tires before it snows.

Training: EMR class; extrication equipment and pumper ops training in-house.

Old Business:

Commnet Generator proposal/SMPA radio equipment: Still no word from Commnet personnel in re the generator. Kunz reminded the Board that the Commnet lease would be up for renewal in 2018. Dylan Robertson mentioned that Gary Gregory might be able to give some guidance on the renegotiation.

Tri-State Closeout: Final reporting to the Tri State organization was submitted and accepted, along with the payment to the TS organization. Kunz will close out the account by the end of the year. The event resulted in a profit of approximately \$12,000.

2018 budget: The Board reviewed the 2018 budget worksheet with updated 2017 actuals through 11/11. At the December 11th meeting, the Board will approve the revised 2017 budget (which will account for additional revenue and expenses realized through the year), as well as the 2018 budget package. By Colorado statute, the Budget must be adopted by December 15th.

New Business:

USFS lease for Expectation Repeater Site: Board Chair Tyler Lapp signed the lease, which permits RFPD to maintain its VHF repeater site on the shoulder of Expectation Mountain. The lease will expire at the end of 2046.

Additional Business: Rico Noel night will be held December 1st.

A motion to adjourn was made by Tom Clark and seconded by Tyler Lapp at 7:42 p.m. Approval was unanimous.

Chairman

Secretary

Meeting Minutes for
Rico Fire Protection District
Regular Meeting
December 11th, 2017

The regular Rico Fire Protection District Meeting was called to order at 7:02 p.m. by Chairman Tyler Lapp.

Members Present: RFPD board members Mary Hagan, Tyler Lapp and Susan Robertson. Gregg Anderson and Tom Clark were absent.

Guests Present: RFPD Administrator Dave Kunz; RVFD Chief Todd Jones.

Approval of Agenda: Susan Robertson moved to approve the agenda as written for December 11th, 2017; Tyler Lapp seconded the motion. Approval was unanimous.

Approval of Minutes: Tyler Lapp moved to approve the minutes for November 13th, 2017 as written; Susan Robertson seconded. Approval was unanimous.

Public Comment: No Public Comment.

Approval of Financial Report and Accounts Payable: There were three additional bills in addition to those on the Financial Report: \$450 to Justin Sinclair for BLS training for (9) students; \$102.93 reimbursement to David Kunz for gas flue parts; and \$1,800 to Gina Kotarski for tuition and mileage for the EMR class. Tyler Lapp moved to approve the financial report and to pay the bills as presented plus the additional (3); seconded by Susan Robertson. Approval was unanimous.

Susan Robertson moved to authorize the transfer of \$3,800 from the CSAFE Pension account to the Dolores State Bank Pension account to pay 2018 pension payment obligations. Tyler Lapp seconded the motion. Approval was unanimous.

Administrative Report:

Grants (Awarded):

CREATE 2017: RFPD was approved for up to \$1,944 in EMTS- CREATE funds towards the proposed First Responder class. Opinions vary on whether RFPD can utilize the funds without the students taking a final exam. The EMR class has started, with Gina Kotarski as teacher. If classes go as scheduled, (9) RVFD members should complete the class by the end of the year.

SWRETAC SD grant: Closed out. Payment has been received; all invoices and records of payment have been submitted to the SWRETAC as of December 7th, 2017.

Grants (Potential):

Rico Center 2017-18: A request for \$24,815.40 in firehouse equipment and \$2,525 for the 2018 Fourth of July was submitted on October 1st, 2017. The District was notified by email that the grant request was approved as proposed, receipt of the grant agreement is pending.

FEMA Hazard Mitigation Grant: No update.

Kunz reported that the bulk of his work in the last month was closing out the SWRETAC grant and working on the budget and associated filings.

Fire Chief Report: Chief Todd Jones.

Runs: RVFD responded to one chimney fire at the Little Bear Creek cabin (mutual aid with Dolores). Chief Jones expressed his ongoing concerns about dispatch and notifications of the Telluride and Rico emergency responders when there is a vehicle accident on Lizard Head Pass.

Equipment: The Suburban should get new tires before it snows. 923 needs new decals. Jones hopes to look for an enclosed 4-place snowmobile trailer. The Polaris 600 snowmobile will be sold: it still runs but would not be trustworthy on a rescue.

Training: EMR class. Jones also mentioned that Dolores Fire Dep't has developed a "confidence course" - a practical SCBA maze.

Chief Jones also expressed concern regarding the lack of snowfall resulting in frozen water mains that could complicate fire response.

Old Business:

Commnet Generator proposal/SMPA radio equipment: Still no word from Commnet personnel in re the generator. Kunz reminded the Board that the Commnet lease would be up for renewal in 2018. Kunz sent Dylan Robertson the Commnet lease in hopes that Gary Gregory could give some input on the lease renegotiation.

Tri-State Closeout: the DSB Tri-State bank account will be closed and the funds moved to the DSB General Account.

New Business:

RFPD Christmas Party will be held at 6 PM on December 19th.

Resolution 2017-2: Resolution to Adopt 2018 Budget: Board members had reviewed the proposed 2018 budget and had no questions. Tyler Lapp moved to approve resolution 2017-2; Susan Robertson seconded. Approval was unanimous.

Resolution 2017-3: Resolution to Appropriate Sums of Money: Susan Robertson moved to approve resolution 2017-3; Tyler Lapp seconded. Approval was unanimous.

Resolution 2017-4: Resolution to Set Mill Levies: Susan Robertson moved to approve resolution 2017-4; Tyler Lapp seconded. Approval was unanimous.

Resolution 2017-5: Amending the 2017 Budget: The amended budget takes into consideration additional funds received from grants, donations and the Tri-State event as well as the associated expenditures. Tyler Lapp moved to approve resolution 2017-5; Susan Robertson seconded. Approval was unanimous.

Proposed Expansion of RFPD to unincorporated Dolores County lands: Chief Jones recommended that he and Kunz meet with the County Attorney to look into the logistics and costs of including additional County land into RFPD's tax base, with an eye toward capturing additional revenue and providing fire protection service to the West Fork and Groundhog region, pending approval by County voters in November, 2018.

2018 work plan: The Board requested that the expansion of RFPD be put on the work plan for 2018, along with researching having a pension fund manager as a means to improve pension fund assets.

A motion to adjourn was made by Tyler Lapp and seconded by Susan Robertson at 8:28 p.m. Approval was unanimous.

Chairman

Secretary