

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIREHOUSE
September 11th, 2018 AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Vice-President Marge Mackey at 6:04 pm on September 11th, 2018. Directors present were Toni Vincenzetti, Annette Tanner, and Marge Mackey. Directors absent were Dick Latham and Chanse Brackett. Also present was Shannon Currier - District Accountant, District Chief Mike Harvey, and Captain David Anderson. Public present: Dusti Reimer with the Mesa County Federal Mineral Lease District.

The pledge of allegiance was recited.

Roll Call was taken with Mr. Brackett and Mr. Latham absent. Toni Vincenzetti moved to approve the absence of both Mr. Brackett and Mr. Latham as excused as they contacted Chief Harvey prior to the meeting. Mrs. Tanner seconded the motion.

Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: The Board requested that Item 4 under new business be added for discussion: Board Member Attendance.

APPROVAL ITEMS:

Minutes from August 14th, 2018 Regular Meeting were reviewed by the Board. Toni Vincenzetti moved, seconded by Annette Tanner to accept the August 14th, 2018 regular minutes as presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Brackett, absent. Motion passed.

PUBLIC COMMENTS: Dusti Reimer with the Mesa County Federal Mineral Lease District did a presentation covering the grant program for Mesa County. The Mesa County Federal Mineral Lease District investment program was discussed and the Fire Board will provide a letter of support for the program. The Fire Board and Chief Harvey expressed their gratitude for the previous grants that helped to design and construct the new fire facility in De Beque. No other public was present.

OLD BUSINESS:

- 1) Volunteer Auxiliary update: Chief Harvey explained to the Board that due to how busy everything has been, he has not had time to get a meeting together to get the auxiliary program underway. Plans are to pursue that later in the fall.
- 2) Policies second reading: The following policies were adopted with no changes noted.

Cell phones: Toni Vincenzetti moved, seconded by Marge Mackey to accept the cell phone policy presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

Social media: Toni Vincenzetti moved, seconded by Marge Mackey to accept the social media policy presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

Part-time personnel: Annette Tanner moved, seconded by Toni Vincenzetti to accept the part-time personnel policy presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

NEW BUSINESS

- 1) Adoption of 2015 IFC code and amendments. Chief Harvey reviewed the process of the code adoption with Garfield County. It was a two year process with the code commission to review the amendments. The Garfield County Commissioners adopted the code with the listed code amendments. The amendments are being adopted in the same for all properties that are located in Garfield County and are within the De Beque Fire Protection District. Fire District legal counsel has reviewed the resolution. A copy of the resolution will be attached with these minutes.

Toni Vincenzetti moved, seconded by Marge Mackey to accept resolution 2 to adopt the 2015 International Fire Code and the amendments as presented.

Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

- 2) Funds Transfer: Fire District Accountant, Shannon Currier discussed with the Board the transfer of funds from the general account to an interest bearing account. After Board discussion, the amount of no less than \$100,000 should remain in the general account and the remainder to be transferred to an interest bearing account. Shannon also discussed that the fire district needs an investment policy.

Toni Vincenzetti moved, seconded by Annette Tanner to direct Secretary Treasurer accept May and June 2018 financial statements presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

- 3) Annual Christmas Party: Chief Harvey discussed with the Board the annual District Christmas Party. The Board requested that Chief Harvey send out a survey for a date in December. The Board will think about a menu and have ideas at the October meeting.

- 4) Board Member Absences: Chief Harvey informed the Board that Mr. Latham had contacted him by phone to inform the Board that he will be working out of town for the next three years and would not be able to full-fill his responsibilities as a board member. Mr. Latham will be sending a formal letter on his resignation from the Board. The Fire Board and all staff members wanted to thank Mr. Latham for his many years of service as a member of the fire department and also for serving on the board. Chief Harvey said that the Fire District can send out a letter to all PO boxes to request letters of interest that can be submitted to the Board for appointment. The Board agreed that transparency would be good. Chief Harvey will do this once the official letter is received. The Board also requested a roster for board member attendance for their review.

ACCOUNTANTS REPORT

- 1) Shannon Currier, Fire District Accountant provided the board with written copies of the financial statements through the end of July 2018. Mrs. Currier reviewed the documents with the Board.

Toni Vincenzetti moved, seconded by Annette Tanner to accept July 2018 financial and expense statements as presented. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

Marge Mackey moved to accept the insurance write off and adjustments as follows, seconded by Toni Vincenzetti. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

July 2018	
Insurance adjustments-	\$5,904.55
Write-offs	\$.01
Total for May	\$5,904.56

FIRE CHIEF REPORT: Chief Harvey asked if the board received his administrative report for the month of August. The Board had no questions. Chief Harvey presented a contract for FEH billing for the Board to review in preparation for the October board meeting. This contract will allow the Fire District to recover expenses associated mainly with interstate motor vehicle crashes. Chief Harvey presented the Board with a draft of the 2019 salary schedule program as compared to the old certification based system. The new system would move to a merit based system to encourage productivity. Chief Harvey also discussed the status of the new hire of part-time personnel and rolling those funds over and into another full-time position. With as busy as the other fire department are it was very difficult to get part-time personnel to work and to full fill the requirements of skills checks offs, completion of FTO process, and issues with late hold overs. With the 2019 budgeting process being worked on, Chief Harvey proposed taking time to evaluate if adding another full-time person with the increased call volume and training needs would help reduce work load of current full-time personnel. It would help to fill empty spots for vacation and also reduce over-time. Additionally it would help with deployment coverage in the summer months. Shannon and Mike will starting reviewing this possibility. The Board agreed that moving away from the certification based system to a merit base would be much easier and efficient.

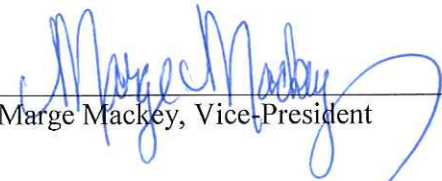
BOARD COMMENTS: Toni Vincenzetti wanted to thank all the Fire Districts that participated in the 9/11 display of US flag at all overpasses in Mesa County. She stated that she was traveling to Grand Junction and saw engines on each overpass as she traveled to Grand Junction.

ADJOURNMENT: Annette Tanner motioned to adjourn the meeting. Marge Mackey seconded the motion to adjourn. Vote: Dick Latham, absent; Marge Mackey, aye; Toni Vincenzetti, aye; Annette Tanner, aye, Chanse Bracket, absent. Motion passed.

Meeting adjourned at 07:22 PM.

Next meeting scheduled for October 9th, 2018 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on Oct. 9th 2018.


Marge Mackey, Vice-President


Toni Vincenzetti – Secretary/Treasurer

