

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION
JUNE 14, 2022

MINUTES

CALL TO ORDER/ROLL CALL:

Pursuant to notice, the regular board meeting of the De Beque Fire Protection District was called to order by Vice President Maria Ramthun at 6:03 p.m. on Tuesday, June 14, 2022.

OPEN WITH PLEDGE OF ALLEGIANCE TO FLAG:

The Pledge of Allegiance was recited.

ROLL CALL/ESTABLISH QUORUM:

Cynthia Farris, present; Melanie Hansen, present; Dustin Koehler, present; Maria Ramthun, present; Annette Tanner, excused absence; A quorum was present and the meeting, having been duly convened, was ready to proceed.

OTHERS PRESENT: Forest Matis, De Beque District Fire Chief; Lieutenant Nate Voorhees; Employee Derek Campbell; Secretary Kim Latham. Chief Matis, Lieutenant Voorhees, and Employee Derek Campbell were paged out on a call at 6:08 p.m.

ADDITIONS OR DELETIONS TO AGENDA:

- 1) Revisit Insurance Adjustments and write offs for April
- 2) Postpone PERA/FPPA Benefits for Volunteers

APPROVAL ITEMS:

- 1) Election of Officers.
 - a. Motion was made by Board Member Farris and seconded by Board Secretary Hansen to nominate Annette Tanner as President of the De Beque Fire Protection District Board of Directors. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
 - b. Motion was made by Board Member Farris and seconded by Board Member Koehler to nominate Maria Ramthun as Vice President of the De Beque Fire Protection District Board of Directors. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
 - c. Motion was made by Vice President Ramthun and seconded by Board Member Koehler to nominate Melanie Hansen as Secretary/Treasurer of the De Beque Fire Protection District Board of Directors. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
 - d. Minutes from the regular board meeting for the May 10, 2022 Regular Board Meeting. Motion was made by Board member Farris and seconded by Secretary Hansen to approve the minutes for the May 10, 2022 Regular Board meeting. **Vote:** Cynthia Farris, abstain; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
- 2) Financial Reports:
 - a. Financial Statements and Expenditure Reports for May 2022 were presented to the Board. Motion was made by Board Member Koehler and seconded by Board Member Farris to approve the Financial Statements and Expenditures for May 2022. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.

- b. Insurance Adjustments/Writes Offs for April 2022 were presented to the Board for revote due to notification from the billing company that they have exhausted the ability to collect \$1,860.00 from several years ago and have deemed the amount uncollectible. Motion was made by Vice President Ramthun and seconded by Board Member Farris to approve a write off adjustment for April 2022 in the amount of \$1,860.00 due to notification from the billing company. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
- c. Insurance Adjustments/Writes Offs for May 2022 were presented to the Board. Motion was made by Board Member Farris and seconded by Vice President Ramthun to approve write down (insurance) adjustments in the amount of \$11,059.96 and Write off adjustments in the amount of \$0.00 for May 2022. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.

Fire Chief Matis returned from the call out.

PUBLIC COMMENTS: None

OLD BUSINESS:

- 1) Apparatus R&M Update – Ambulance 82 and Engine :
 - a. Fire Chief Matis reported on a recent breakdown of Ambulance 82 with repairs costing under \$10,000. Motion was made by Vice President Ramthun and seconded by Secretary Hansen to approve R&M costs for Ambulance 82 from Columbine Ford up to \$10,000. . **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
 - b. Fire Chief Matis reported that Engine 82 is back in service and working well. The repair costs came in lower than anticipated by a few thousand dollars.
- 2) Ambulance Build Report – Chief Matis reported that he met with a Braun Northwest representative regarding the build for a new ambulance. The staff desires to update the paint scheme for a new look. Chief Matis has put together a team to help make suggestions on how to customize the ambulance to meet the District's needs.
- 3) Money Market Account / FDIC Guarantees – Secretary Latham presented information on FDIC limits for accounts, how to get the best interest rates for the money we have, and suggestions on what accounts to move funds to for optimum rate returns. It was decided to table this until the Board President can be present.

NEW BUSINESS:

- 1) Budget Amendment 2021 – Discussion ensued regarding the need to amend the 2021 budget due to additional expenses for the year.
- 2) PERA/FPPA Benefits for Volunteers – Postpone discussion
- 3) FAMLI – Paid Family Leave Program – Secretary Latham presented information on the FAMLI program.

FIRE CHIEF REPORT:

- 1) Ambulance 82 – Waiting on parts
- 2) Hiring – We have hired three new full-time employees. One employee, Kyle George, comes with a CDL certification, which we are moving toward requiring all employees get as we expand our wildland fire deployment program. Motion was made by Secretary Hansen and seconded by Board Member Farris to give Mr. George a \$1000 bonus for his CDL certification. [Pursuant to discussion, the payment will go to Mr. George's former employer as REIM for CDL training costs.] **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.


- 3) Bunker Gear – To outfit the new employees with bunker gear will put us over budget for this year. Motion was made by Vice President Ramthun and seconded by Board Member Koehler to approve Chief Matis to purchase bunker gear up to the amount of \$10,000 for the new employees. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed.
- 4) Fire Deployment Reports – Chief Matis updated the Board on the fire deployment assignments we have accepted.
- 5) Chief Matis has been elected Vice President of the Mesa County Chief’s Association. He has been tasked with developing a West Zone Strike Team that will respond to large private land fires.
- 6) We are continuing to work on DFPD policies.
- 7) Strategic Plan is an ongoing process.

BOARD COMMENTS:

ADJOURNMENT: Motion was made by Vice President Ramthun and seconded by Secretary Hansen to adjourn the meeting. **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, aye; Maria Ramthun, aye; Annette Tanner, absent. Motion passed. Meeting adjourned at 7:36 p.m.

Next regular meeting: Tuesday, July 12, 2022

Approved by the De Beque Fire Protection Board of Directors on July 12, 2022.


Annette Tanner, President


Melanie Hansen, Secretary

