

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE HOUSE
AUGUST 9TH AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Karen at 6:10pm. Directors present were Karen Latham, Toni Vincenzetti, Marge Mackey & Dick Latham. Chanse Bracket was absent. Fire staff present were Mike Harvey, Fire/EMS Chief, & Shanelle Hansen, Secretary. Guest present was Shannon Currier, Accountant. No public were present.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: Dick asked to delete Item (d) under Old Business titled Change Order Mediation. There is no mediation happening at this time so this is misleading to those reading the Agendas with it showing up each month. Other Board Members agreed.

APPROVAL ITEMS:

- 1.) Minutes from July 18th, 2016 Regular Meeting– Dick motioned to approve the Minutes as written. Toni seconded. Karen – Yes, Toni – Yes, Dick – Yes, Marge - Yes. Motion passed.
- 2.) Expenditures for the month of July – Dick motioned to accept the July Expenditures. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

PUBLIC COMMENTS: Marge invited the Board to turn out for the Wild Horse Days!

OLD BUSINESS:

- 1.) Building Update – Mike stated Mark with PNCI said August 12th the roof will be done, but today said it is not going to happen. The board discussed the on-going roof issues. Shortage on screws, not able to run the high temp air welder, shortage of glue and other supplies. The roofing crew just today drove the boom truck into the overhead electric wires, breaking them and dropping them across V Road. It seems one issue after another – all adding up to roof delays. The CO will not be ordered until the roof is complete. Furniture and phone lines will be installed on Aug. 16th and also the T-1 line will be active, this will give the Fire Station internet. Mike said Alan, with the school, is putting in Fiber Optic and he said the Fire Station may someday put a microwave on the school and shoot the internet over to the Fire District's tower. If that happens, then District 8 has expressed interest in renting space on the Fire District's tower to bring the high speed internet over to their business. Mike said this could off-set some of the internet costs.
 - a. Construction Invoice Reviews (DPA, Ground Engineering, PNCI & Low Voltage) – The Board reviewed the Invoices as Mike went over them.

Mike stated most of the charges on the DPA Invoice are for reviewing & double checking all of the PNCI issues. As far as the original agreement for Architectural

work, there is little left to pay them. Marge motioned to approve the DPA Invoice. Dick seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed. Mike stated this Invoice is the last the final Bill from Ground Engineering. Toni motioned to approve the Ground Engineering Invoice. Marge seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

There was discussion regarding the PNCI Invoice. Mike stated this invoice still needs DPA review. Doug has been on vacation. If the board can approve it for the amount on the invoice with the following wording. “I move to pay PNCI invoice #12, not to exceed \$357,919 and pending architect certification amount of pay app #12 request”. Toni motioned to approve the PNCI Invoice with the suggested wording. Dick seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

Mike stated the Low Voltage Invoices were for the 2nd ½ of the Installation of the Station Alerting & Final on data cabling. Marge motioned to approve the 2 Low Voltage Invoices. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

- b. Cash Flow Review – Mike reviewed the Cash Flow verbally. Mike stated he has concerns about all the extra money going out for the ongoing PNCI issues. There is \$776,000 left to pay out for the project. \$302,000 of that is out of Fire District funds. There should be 2 checks coming in from DOLA here soon on previous pay requests.
- c. Project Update – This was covered above – not much to add here.
- d. Change Order Mediation – Deleted from Agenda.

NEW BUSINESS:

- 1.) Municipal Fee Schedule – Mike stated the Fire District has done a lot of things for free for the Town of De Beque over the years. They have stood standby on events, burned ditches, maintained weeds around fire hydrants, blown out culverts & have even attached the light to the flag pole. All at no charge to the Town. The Town has charged the Fire District the full cost of everything, \$59,000 annual rent, \$100,000+ in tap fees, no breaks on Agency Review fees or any other fees, and now they are going to charge \$126 per month lift station fees on top of the commercial rate water and sewer billing. Mike thinks it is time the Fire District began charging the Town of De Beque for their time in doing things for the Town. There are fee schedules called the Colorado Resource Rate Form, which are rates Fire Districts can charge for services when called by agencies that do not pay taxes into the district.

Mike stated with other agencies such as BLM and other municipalities there are times we help them and they in turn help us, it is a give and take system, which works out pretty good. Not so with the Town. The Fire District does not mind helping out the citizens, but it only works in the favor of the Town. The Fire District cannot afford to give away their services anymore and be charged full price in return.

Mike said he will pull the rate sheet and send it out to the Board for review. This can be voted on in the next meeting.

ACCOUNTANT'S REPORT – By Shannon Currier – Shannon reviewed the attached reports & Budget to Actual Analysis verbally and answered the Board's questions.

Shannon reviewed the Cash Flow Report and gave her opinion on the financial status of the District. She stated the District is still in good shape, even with the extra costs so far, but not much room to spare. She feels better after her recent review of liquid assets and estimating costs for the remainder of the year, this shows \$1 million left at the end of the year. The Budget will be tight, but so far the District is OK.

Shannon asked to ratify the 2015 Audit Approval that was done via email in order to submit the Audit by the deadline. She provided copies of the emails to be kept for the record. Dick motioned to approve/ratify the informal 2015 Audit Approval. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

FIRE CHIEF'S REPORT – Mike Harvey, EMS Chief/Fire Chief. Mike provided an Administrative Report (attached – hard copy on file) in the Board packets for their review. Mike briefly reviewed this report verbally and answered the Board's questions.

PUBLIC/BOARD COMMENTS: None

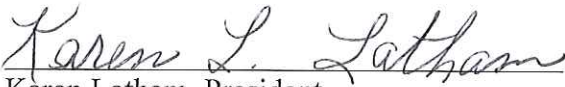
SECRETARIAL ITEMS – Shanelle Hansen:

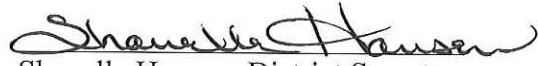
- 1.) August Newsletter Review: This is not yet ready – still waiting on one article. Will hopefully have it out by Friday next week.
- 2.) Marge & Shannon's Birthdays: Missed both of their B-Days in the recent past! Happy B-Day to you both!

ADJOURNMENT: Marge motioned to adjourn the meeting. Dick seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

Approved by the De Beque Fire Protection
Board of Directors on 9-13-16.

Minutes Transcribed & Typed by:


Karen Latham, President


Shanelle Hansen, District Secretary





ADMINISTRATIVE REPORT

AUGUST 2016

Training:

- Patrick attending a Mesa County Training Officers meeting. Preparing for the next countywide quarterly training.
- Mike did a CPR class for a couple of local people.
- Forest will be doing CPR for the School District in August.
- Dave was assigned to attend the all-day Pinnacol safety day training in Grand Junction. This will full-fill CESA requirement for two safety trainings per year.
- Mike will be attending a western slope CPR/ALS training in Glenwood Springs August 6. This is for our association as a training center for CPR.
- Ryan has completed his supervised probation. He has been released on unsupervised probation. We will be doing some on-going training to ensure his success.
- Luis our new Junior Firefighter has been putting in a lot of hours training.

General District Items:

- **Incident responses:** Report attached. Calls are way up in July.
- **Communications:** We have a BK radio for a demo.
- **Mesa County Fire Chief's Association:** I did not attend due to Fire Station Roof issues.
- **Garfield County Fire Chief's meeting:** We met in Parachute. Glenwood Spring Fire donated some extra hazmat equipment to De Beque to help us out.
- **Fire Ban:** We are now in Fire ban in Mesa County and in Garfield just on BLM property. The De Beque Fire District is in a fire ban status, so no open burning is allowed, unless for food preparation in approved locations and containers. No bonfires.
- **Interview:** I will be interviewed on August 11th concerning the data issues that rural fire districts are facing and the huge expense associated with that.
- **QA meeting:** Forest attended.
- **Apparatus:** All apparatus is on-line.
- **IT systems:** Phone lines are ready for station phone system install on the 16th of August. The T1 line will be activated on the 16th as well.
- **Fire Code Adoption:** Fire Marshall met to review additional chapters in IFC. On-going discussion about private non-licensed pot growers and fire risks.
- **De Beque School Construction Project:** We reviewed emergency evacuation and access to the school project. I would like to complement FCI on the job they are doing at the school. Very well organized! The Fire District is requiring a

study of radio coverage in the school buildings and installation as needed of radio equipment to provide adequate radio coverage as per IFC.

- **River Pre-Planning:** We go the maps from the river back. Went over these with the boat operator. Will making some with image overlays.
- **EMS Council:** Mike attended the EMS Council meeting. They will be reviewing the by-laws.
- **District 8:** Reviewed District 8 CO₂ enrichment system. I have approved them to move forward with installation. They will be contacting the Fire District for final inspection. The Fire District has also required 800 Mhz radio coverage installed in the building as per IFC.
- **Staff meeting:** No staff meeting in July.
- **Records Management System: High Plains:** No update.
- **2017 budget:** Capital ideas have been requested for submission to Mike, as a JPR, Mike will be helping Patrick with putting together a budget request for 2017. Mike will set up a meeting in August or September with Shannon for a formalization of the budget.

Old Business:

- **New Fire Station:**
 - **Weekly construction meetings:** We continue to work through the challenges with the GC.
 - **New Station Roof:** PNCI and JBlanco continue to struggle to get a permanent roof on the station. They are scheduled to complete it August 12th. As of August 4th, they have made no progress.
 - **Updated cash flow:** Pay app 10 and 11 submitted. Pay app 12 in process
 - **Phone system:** scheduled August 16th.
 - **Furniture:** Scheduled August 16th.
 - **Schedule:** First crew shift August 19th
 - **Old Station –** We have been working on repairs and painting in preparation to move out.
 - **Change orders:** all on hold for mediation.
 - **Extractor:** We will have to build a base and do some modifications to get the unit to work. This will be done after we take ownership of the building.

Grants:

EIAF: EIAF 10 & 11 in process.

MCFMLD Traditional Grant: Grant request of \$79,036.72 has been received.

Extractor grant: This is a 100% grant. We have received payment on this.

Thank you for your continued support.

Mike Harvey
District Fire Chief

Incident Response Summary for DeBeque Fire

For period 07/01/2016 Through 07/31/2016

Type of Incident	Current Year			Previous Year		
	In Jurisdiction	Outside	Totals	In Jurisdiction	Outside	Totals
Fires						
Vehicle fire, not otherwise classified	0	0	0	1	0	1
Road freight or transport vehicle fire	0	0	0	1	0	1
Forest fire, woods, wildland fire	1	0	1	1	0	1
Grass fire	0	0	0	1	0	1
EMS						
Emergency medical incident	1	0	1	4	0	4
Vehicle accident with injuries	15	0	15	6	0	6
Vehicle accident, non-injury	1	0	1	3	0	3
	3	0	3	1	0	1
Hazardous Condition						
Arcing, shorted electrical equipment	19	0	19	10	0	10
Service Call						
Public service assistance, other	0	0	0	1	0	1
Police matter	1	0	1	0	0	0
	1	0	1	0	0	0
Good Intent Call						
Good intent call, other	2	0	2	0	0	0
Dispatched & cancelled enroute	1	0	1	0	0	0
No incident found on arrival at dispatch address	1	0	1	0	0	0
Smoke or odor investigation, no fire	0	0	0	1	0	1
	3	0	3	0	0	0
Grand Totals	5	0	5	1	0	1
	27	0	27	16	0	16

* denotes that the incident occurred within the selected jurisdiction, but no units from that jurisdiction responded

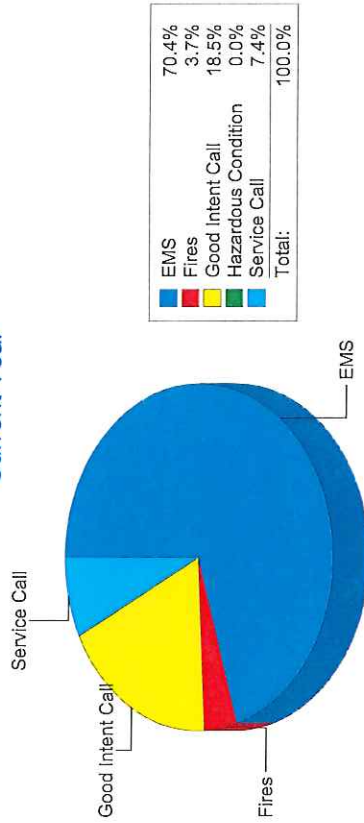
Incident Response Summary for DeBeque Fire

For period 07/01/2016 Through 07/31/2016

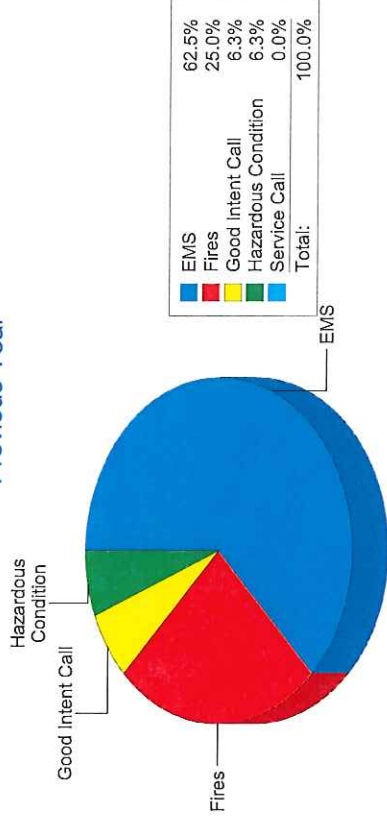
Type of Incident	Current Year			Previous Year		
	In Jurisdiction	Outside	Totals	In Jurisdiction	Outside	Totals

Total Incidents by Category

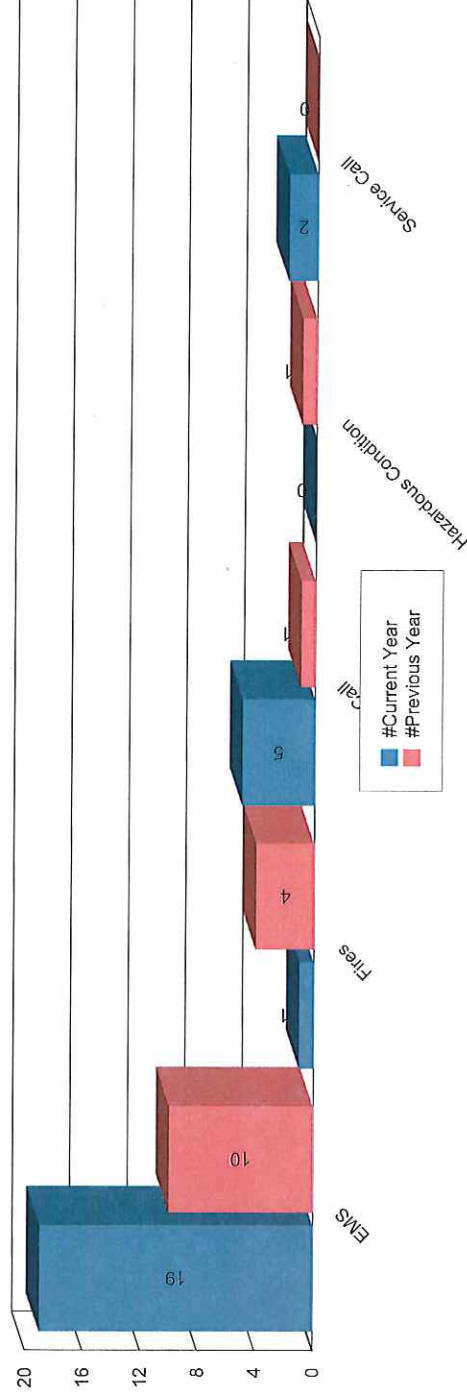
Current Year



Previous Year



Two Year Comparison



* denotes that the incident occurred within the selected jurisdiction, but no units from that jurisdiction responded

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Incident Response Summary for DeBeque Fire

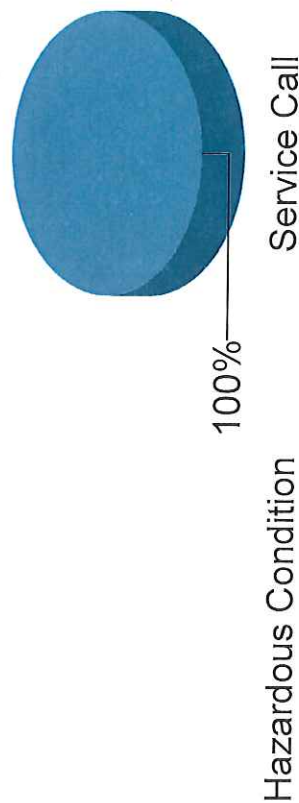
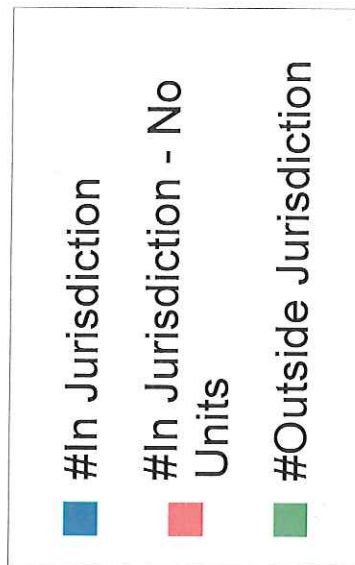
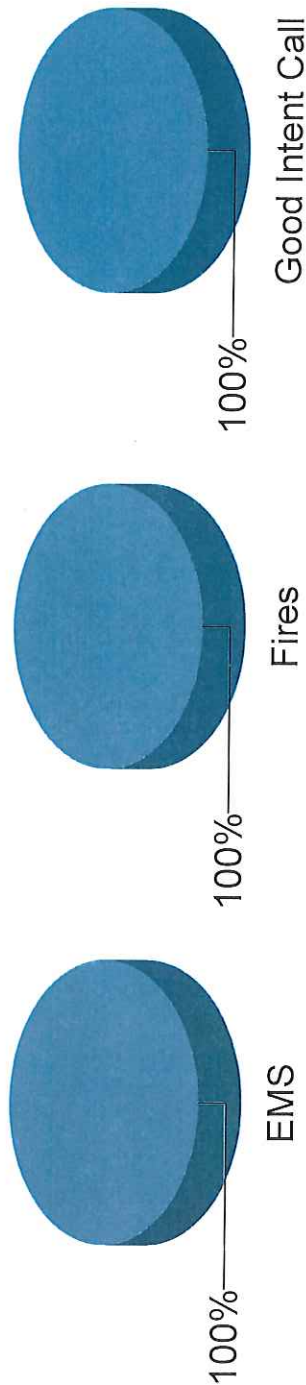
For period 07/01/2016 Through 07/31/2016

Type of Incident	Current Year			Previous Year		
	In Jurisdiction	Outside	Totals	In Jurisdiction	Outside	Totals

* denotes that the incident occurred within the selected jurisdiction, but no units from that jurisdiction responded

Jurisdiction

Current Year



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