



REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION
Monday, November 13, 2023

MINUTES

CALL TO ORDER:

Pursuant to notice, the regular board meeting of the De Beque Fire Protection District was called to order by President Tanner at 6:01 PM on Monday, November 13, 2023

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	Present

OTHER PRESENT: Fire Chief Matis, Captain Lee, Secretary Latham

ADDITIONS OR DELETIONS TO AND APPROVAL OF AGENDA:

Motion was made and seconded to approve the agenda as presented.

Motion By:	Board Member	Cynthia Farris
Seconded By:	Board Vice President	Maria Ramthun
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.



APPROVAL ITEMS:

- 1) **Minutes** were presented to the BOD for consideration for: **October 10, 2023**

Motion was made and seconded to approve the minutes as presented.

Motion By:	Board Vice President	Maria Ramthun
Seconded By:	Board Secretary	Melanie Hansen
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Abstain
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.

- 2) **Financial Reports** were presented to the BOD for: **September-2023**

Motion was made and seconded to approve the financial reports as presented.

Motion By:	Board Vice President	Maria Ramthun
Seconded By:	Board President	Annette Tanner
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.

- 3) **Insurance Adjustments** were presented to the BOD for: **September-2023**

Insurance Adjustment Amount - Write Down	\$987.34	Total Amount	\$987.34
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Insurance Adjustment Amount - Write Off	\$0.00
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Motion was made and seconded to approve the insurance adjustment write down and write off amounts as presented:

Motion By:	Board President	Annette Tanner
Seconded By:	Board Member	Dustin Koehler
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.

- 4) **Transfer of Funds Discussion - Main Checking Account**

Discussion ensued regarding transferring funds from the ColoTrust account to the Alpine Checking Account for District monetary needs for November.

Motion was made and seconded to approve the transfer of \$100,000 from the ColoTrust account to the main Alpine checking account for November.



Motion By:	Board President	Annette Tanner
Seconded By:	Board Member	Cynthia Farris
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.

5) **Transfer of Funds Discussion - EMS Billing/FAMLI Alternative Accounts**

Discussion ensued regarding a regular monthly transfer approval to transfer funds from the non-interest bearing EMS Billing account to the FAMLI alternative account. It is noted that there will be a specific amount determined each year to fund the FAMLI alternative balance as needed. Any other funds in that interest-bearing account can be moved to other accounts as directed by the Board of Directors.

Motion was made and seconded to approve a monthly transfer of monies from the EMS billing account to the FAMLI alternative account. \$1000 will remain in the EMS billing account each month.

Motion By:	Board Vice President	Maria Ramthun
Seconded By:	Board Member	Dustin Koehler
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.

PUBLIC COMMENTS: None

OLD BUSINESS:

1) **Heating/AC Update**

No response yet from Trane on the station heating/ac issue. We have now received a bill for \$15,000+ from Trane which we are refusing to pay at this time until they fix the issue. It is noted that they are now saying the parts won't ship until December. Trane is not responding to any requests and will now not talk to us. We will get information to our attorney and ask him to intervene on our behalf.



2) **Budget Workshop**

The BOD and Admin went over budget amounts for 2024. Final amounts are yet to be determined pending legislation that will affect estimated tax income for the District. Currently, the taxable counties have until December 10th to notify districts of the monetary amounts for 2024 budgets. The final budget will be presented to the BOD at the December BOD meeting.

NEW BUSINESS:

1) **Christmas Party**

The annual Christmas party 1st choice date is Tuesday, December 5th; 2nd choice is Wednesday December 6th. Time is 6:00 p.m. Chief Matis will look into catering options.

FIRE CHIEF REPORT:

1) **Mesa County Chief's Meeting**

- a. Discussion at the meeting centered on internship opportunities for Paramedics and Firefighters that are going through schooling. These positions would end up being paid positions, with the plan of moving the students to single role positions within the department. This would affect the Palisade to Loma area more than us. These students are sponsored by districts.
- b. CDOT met with the Mesa County Chief group to discuss hazardous material spills and proper clean up/response.
- c. CDOT will be more aggressive with ice build-up prevention in the canyon this year.

2) **Garfield County Chief's Meeting**

All departments are working on budgets and waiting on ordered apparatus. New apparatus delivery is reported to be around 52 months.

3) **After Action Review (AAR) for Parachute Fire**

Lieutenant Hughson and Chief Matis attended an AAR meeting for the near miss at the Parachute fire. There was good feed back from the meeting, with positive discussion on taking a tactical pause and on point protection for indefensible structures.

4) **Proposition HH - Already Addressed**

5) **Full-Time Position**

- a. Triston Quigley was offered and accepted the open full-time position available at DFPD; Trevor
- b. Lewis has accepted the part-time position opening.

6) **Trane - Already Addressed**

7) **Plumbing**

- a. The urinals are an ongoing maintenance issue.
- b. The back flow preventor was noted to be leaking during the annual fire inspection and has been getting worse. This has been repaired.

8) **Fire Billing - Already Addressed**

9) **Training (Meeting) Room**

Discussed during the budget workshop. We have quite a bit of activity with meeting room reservations. We might discuss an agreement for using the dishes/silver ware/etc. to insure



any damages would be covered by anyone causing damage/breakage.

10) **Team Training**

- a. Several team members are utilizing training opportunities and have plans for continued training this winter/next spring.
- b. Tyler has completed his paramedic class and will be working on getting protocol for Mesa County.
- c. We are working on finishing up squad reviews for 2023.
- d. ALS providers will be attending ALS skills through December.

11) **Christmas Party - Already Addressed**

12) **PTO Policy**

Our PTO is now where it needs to be, but we need to evaluate how the PTO is used. Currently, we do not pay Over-Time for PTO, even when they are scheduled for regular OT shifts. Most departments pay OT for PTO that is utilized on regular shifts. The BOD instructed the Chief to check with the labor attorney on the legalities of paying PTO OT.

13) **Crew Updates**

Captain Lee

- a. Wildland training is starting in January;
- b. Chief Matis and Captain Lee are planning on attending a National Fire Academy Training Consortium that will be ongoing throughout the year.
- c. Mesa County's Training group is reconfiguring at the moment;
- d. Garfield County's Consortium has two new members, Aspen and Roaring Fork.
- e. Captain Lee is now the Vice-Chair for the EMS Counsel.
- f. Upper CO River Wildfire Collaborative would like us to consider some mitigation work. There is quite a bit of research and prep work attached to this project.

BOARD COMMENTS:

- 1) None

ADJOURNMENT:

Motion was made and seconded to adjourn the meeting.

Motion By:	Board President	Annette Tanner
Seconded By:	Board Vice President	Maria Ramthun
Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye
	Meeting adjourned at:	8:25 p.m.

Motion Passed.

Next regular meeting: **Monday, December 11, 2023**



Approved by the De Beque Fire Protection Board of Directors on:

12/11/2023

Maria Ramthun, Vice President



Melanie Hansen, Secretary

Board of Directors:

Board President	Annette Tanner
Board Vice President	Maria Ramthun
Board Secretary	Melanie Hansen
Board Member	Cynthia Farris
Board Member	Dustin Koehler