



REGULAR MEETING  
BOARD OF DIRECTORS  
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION  
OCTOBER 11, 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 President Annette Tanner at 6:02 p.m. on Tuesday, October 11, 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, absent; Maria Ramthun, absent - arrived at 7:40 p.m.; Annette Tanner, present; A quorum was present and the meeting, having been duly convened, was ready to proceed.

**OTHERS PRESENT:** Summer Mason; DFPD Chief Forest Matis; DFPD Lieutenant Nate Voorhees; DFPD Secretary Kim Latham.

**ADDITIONS OR DELETIONS TO AGENDA:**

- 1) Item 4 on Approval Items wording needs changed from "Voting on Budget 2023" to "Resolution to Set Public Hearing for Budget 2023."

**OPEN PUBLIC WORKSHOP:**

- 1) A draft budget was presented to the Board. Guest Ms. Mason requested a hard copy of the budget. Secretary Latham will email one to her.
- 2) Because Garfield and Mesa Counties have presented estimated tax revenues for 2023 that exceed the limits set by the May election, the Chief recommended that instead of pulling an 8 mill levy increase for 2023 and refunding checks for overage it would be prudent to lower the mill levy for 2023 only (for one year) to approximately 5.5+ mills. The levy would go back up to 8 mills for 2024.
- 3) The Chief presented line by line items for discussion, consideration, and adjustment. Board Vice President Ramthun arrived during this discussion.
- 4) A budget will be presented at the Budget Hearing on November 8, 2022 for final input, comments, and vote to set the budget, allowing time to put a draft budget up on the web page for public access before the public hearing.
- 5) **PUBLIC COMMENTS:** Guest Ms. Mason stated that there are several people who are excited about completing the kitchen area for the meeting room and asked when the minutes would be up on the web site (they will be uploaded upon approval at the next meeting).

**APPROVAL ITEMS:**

- 1) **Minutes Approval.** Minutes from the September 13, 2022 Regular Board Meeting were presented. **Motion was made and seconded to approve the September 13, 2022 minutes.** (Board Member Farris/Secretary Hansen) **Vote:** Cynthia Farris, aye; Melanie Hansen, abstain; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. **Motion passed.**
- 2) **Financial Reports.** Financial reports/statements for August 2022 were presented to the Board. **Motion was made to approve the Financial Statements for August 2022.** (Board Vice President Ramthun/ Board Secretary Hansen) **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. **Motion passed.**



- 3) **Insurance Adjustments/Writes Offs.** Insurance adjustments/write offs for August 2022 were presented to the Board. **Motion was made and seconded to approve write downs in the amount of \$2,740.65 and write offs in the amount of \$1,782.00, for a total of \$4,522.65 for August 2022.** (Board President Tanner/Board Member Farris) **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. **Motion passed.**
- 4) **Resolution to Set Budget Hearing.** **Motion was made to set a Budget Hearing for 2023 Budget on November 8, 2022 at 6:00 p.m.** (Board President Tanner/Board Vice President Ramthun) **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. **Motion passed.**
- 5) **Resolution to Approve Salary Schedule for 2023.** Discussion ensued regarding the 2023 salary schedule presented to the Board for consideration. **Motion was made to approve the salary schedule as presented to begin January 1, 2023.** (Board President Tanner/Board Member Farris) **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. **Motion passed.**
- 6) **Resolution to Purchase Ambulance.** Chief Matis presented to the Board an update on the ambulance build, which needs to be authorized before October 31, 2022 to be included in the 2023 build cycle. **Motion was made to purchase a new ambulance, not to exceed \$300,000.** (Board President Tanner/Board Vice President Ramthun) **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. **Motion passed.**
- 7) **Resolution to Begin Procedures for Fire Engine Purchase.** Discussion ensued regarding the purchase of a new fire engine. It was decided that the Chief should begin looking into fire engine acquirement, but **no vote is needed at this time.**

#### **PUBLIC COMMENTS:**

#### **OLD BUSINESS:**

- 1) **Bank Account Transfer Update.** Board President Tanner reported that the money transfer to move cash from the checking account to our GVB money market account was completed. Alpine Bank does not make a higher interest-bearing account available for government entities, so the plan to open a higher yielding account at Alpine Bank and move more funds there was nixed.
- 2) **Web Page Update.** The new web page is up and running, and maintenance and updates are much easier.

#### **NEW BUSINESS:**

- 1) None

#### **FIRE CHIEF REPORT:**

- 1) Ambulance Build – Already addressed
- 2) Budget – Already addressed
- 3) Salary Schedule – Already addressed
- 4) Fire Assignments – The truck is back. Chief is working on billing for the four California assignments.
- 5) Christmas Party – the annual Staff/Family Christmas party was set for December 11, 2022, 5:00 p.m.
- 6) New Web Page – Already addressed
- 7) State PPE Grant – We received the PPE grant money and have ordered the PPE. We did upgrade the helmets at a cost of \$50/helmet.
- 8) Trainings – Several employees are scheduled for training classes the rest of this year and into next year. Paramedic Medic recerts will be needed before March 31, 2023. We will host the refresher courses and the PVFD group will join us for joint re-certification training.
- 9) Mesa County Chiefs – Jason Lee and Chief Matis are putting together an algorithm for mutual aid agreements for large events that would include local up through the national level for coordination, communication, and dispatch capabilities.
- 10) Garfield County Chiefs – Work continues on radio frequency list issues.




- 11) Training Consortium – There is the possibility for membership in a training consortium through Vector Solutions to share trainings between districts for employees who work for more than one district. The Chief will look into this further.
- 12) Crew Updates
  - a. Lieutenant Voorhees
    - i. Everyone is back from fire assignments.
    - ii. The ambulance is scheduled to go down and finish repairs from the wreck.
    - iii. We are working on getting a radio installed in the other command vehicle.
    - iv. Nate is working on replacement values for the apparatus' so we can insure replacement value vs. current value worth in the event of future accidents.

**BOARD COMMENTS:**

**ADJOURNMENT: Motion was made and seconded to adjourn the meeting** (Board President Tanner/Board Member Farris) **Vote:** Cynthia Farris, aye; Melanie Hansen, aye; Dustin Koehler, absent; Maria Ramthun, aye; Annette Tanner, aye. Motion passed. Meeting adjourned at 8:47 p.m.

**Next regular meeting: November 8, 2022**

**Approved by the De Beque Fire Protection Board of Directors on November 8, 2022.**

  
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Annette Tanner, President



  
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Melanie Hansen, Secretary