



REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION
APRIL 15, 2024

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 p.m. on Monday, April 15, 2024.

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

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
Secretary Kim Latham

ADDITIONS OR DELETIONS TO AND APPROVAL OF AGENDA:

1) None

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

Motion by: Board Vice President Ramthun

Seconded by: Board Member Koehler

Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.



MINUTES/FINANCES:

- 1) Minutes were presented to the BOD for consideration for March 11, 2024
Motion was made and seconded to approve the minutes as presented.

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

Motion Passed.

- 2) Financial Reports were presented to the BOD for February 2024.
Motion was made and seconded to approve the financial reports as presented.

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

Motion Passed.

- 3) Financial Reports were presented to the BOD for March 2024.
Motion was made and seconded to approve the financial reports as presented.

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

Motion Passed.



4) Insurance Write-Down/Write Off Adjustments were presented to the board for February 2024.

Insurance Write Down Adjustment Amount:	\$ 4,855.79
Insurance Write Off Adjustment Amount:	\$ <u>0.00</u>
Total Adjustment Amount:	\$ 4,855.79

Motion was made and seconded to approve the insurance adjustment write-down and write-off amounts as presented.

Motion By: **Board President Tanner**

Seconded By: **Board Member Farris**

Vote:	Cynthia Farris	Aye
	Melanie Hansen	Aye
	Dustin Koehler	Aye
	Maria Ramthun	Aye
	Annette Tanner	Aye

Motion Passed.

5) Insurance Write-Down/Write Off Adjustments were presented to the board for March 2024.

Insurance Write Down Adjustment Amount:	\$ 15,639.99
Insurance Write Off Adjustment Amount:	\$ <u>0.00</u>
Total Adjustment Amount:	\$ 15,639.99

Motion was made and seconded to approve the insurance adjustment write-down and write-off amounts as presented.

Motion By: **Board Vice President Ramthun**

Seconded By: **Board Member 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) Trane Update: Trane denied the adjustment and amount for the current repair that the BOD requested. They will send us the parts, but that is as far as they will go, and emphasized that we could hire any contractor we desire to make the repairs, but also are saying that they are the only ones authorized to work on the unit. They also insisted that they be notified when the independent contractor will be onsite to evaluate the situation so that they could be onsite as well. Our attorney advised that we do not have to notify Trane when the contractor comes on site as Trane has denied any responsibility for the situation. The independent contractor is scheduled to be onsite April 17th. Our attorney hired the independent contractor, not us, so any information regarding the onsite visit is covered under client/attorney privilege. Board Vice-President Ramthun will come to the station when the contractor is onsite.
- 2) Water/Sewer Update: Fire Chief Matis attended the town board meeting, along with Board President Tanner. The Chief was included on the Agenda and was able to present to the town board the facts from our perspective. Fire Chief Matis and Board President Tanner will also



attend the next town board meeting for further discussion. Fire Chief Matis requested that the town board waiver an additional hook up for the station or give us a five-year time frame to pay the added tap fees for budgetary purposes. Discussion ensued regarding why we should have to pay new tap fees since we paid \$110,000 for tap fees less than 10 years ago. Chief Matis also brought to the town board's attention that it doesn't make sense to pay to move the tap 100 feet, especially when the town hasn't outlined a plan for the valley side yet and there are other factors in play (a convenience store system that we could hook into). Chief Matis felt the town board listened to him and will consider the DFPD position.

- 3) Ambulance Update: Ambulance pickup is now June 17th. Final inspection will be the 18th and the trip back home will begin on the 19th. We also may drive an ambulance back for MC Fire Authority if they can't get someone up there to drive their new ambulance back.

NEW BUSINESS:

- 4) None

FIRE CHIEF REPORT:

- 1) Trane/HVAC: Already addressed
- 2) Ambulance Build: Already addressed
- 3) Water/Sewer Update: Already addressed
- 4) Mesa County Chiefs Meeting Subjects:
 - a. Fire investigations and the state's ability to help with investigations.
 - b. Ground ambulance licensing has transitioned to the state, eliminating the county licensing.
 - c. Status of all Mesa County agencies regarding an EMS resolution.
- 5) Regional Chiefs Meeting: Chief Matis was not able to attend this meeting.
- 6) De Beque Community Center: Chief Matis has been very active in the inspection and progress of the new Community Center. The project is coming along nicely with few issues.
- 7) 2018 Grant Close Out: Chief Matis received notification that the 2018 AFG grant reporting was not completed and the grant was not closed out by 2021 as required. A previous board member received an email regarding this situation and forwarded it on to the Chief, giving us 21 days to complete the close out. The Chief and District Secretary Latham are currently working on obtaining and submitting documentation needed to complete the grant close out process.
- 8) QA: We now have three personnel going through the probationary process.
- 9) Training:
 - a. Chief Matis will be attending an inspector class in May that will last a week, then will attend another class in June. Both classes are on the Front Range.
 - b. RT-130 has been completed for the year and all personnel have completed pack tests.
 - c. The District would like to get some of our personnel into technical rescue classes this summer.
- 10) Call Volume: We have had a decrease in call volume compared to last year's statistics due to a decrease in interstate incidents and minimal fire calls for response. The District anticipates an uptake in call volumes as the summer gets hotter and drier.
- 11) Our SCBA bottle fills failed. We will need to purchase a bottle fill station, and will look at applying for a grant to help offset the cost.
- 12) Mr. Nichols, who has been maintaining our adjoining field, is not going to be able to continue the maintenance this year. Chief Matis has a list of people in order of contact who have been interested in maintaining the field for the hay output. Alan Mackey is the next



name on the list and affirmed today (April 15th) that he does want to take over the field maintenance. Should he decide not to continue, Dusty Koehler is next in line, then Nate Voorhees.

13) Crew Updates

- a. Lieutenant Voorhees: The crews have begun spring maintenance on the station, grounds, and apparatus.
- b. Annual employee physicals are beginning to be scheduled for all personnel.

BOARD COMMENTS:

- 1) The prom was a success and was decorated nicely. There were some issues with the clean up and tack holes in the walls after the DBHS prom. We will keep the \$50 deposit and notify the sponsor.
- 2) Last year’s jet boat trip that got cancelled needs to be re-scheduled.

ADJOURNMENT:

Motion was made and seconded to adjourn the meeting.

Motion by: Board Member Farris

Seconded by: Board Secretary Hansen

Vote:	Cynthia Farris,	Aye
	Melanie Hansen,	Aye
	Dustin Koehler,	Aye
	Maria Ramthun,	Aye
	Annette Tanner,	Aye

Motion Passed. Meeting adjourned at: 7:10 p.m.

Next regular meeting: Monday, May 13, 2024

Approved by the De Beque Fire Protection Board of Directors on May 13, 2024

 <hr/> Annette Tanner, President		 <hr/> Melanie Hansen, Secretary
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Board of Directors:

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