

REGULAR MEETING  
BOARD OF DIRECTORS  
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION  
June 9<sup>th</sup> 2020

MINUTES

CALL TO ORDER: The regular board meeting of the De Beque Fire Protection District was called to order by Board President Annette Tanner at 6:00 PM on June 9<sup>th</sup>, 2020 by utilizing public video conference and in-person meeting. Directors present were Marge Mackey, Melanie Hansen, Annette Tanner, and Dustin Koehler. Also present was Shannon Currier - District Contract Accountant, District Fire Chief, Mike Harvey, and Nate Voorhees. Public present: Cynthia Farris.

Social distancing rules and a limit of 10 people in attendance were observed. The meeting was available for public viewing. No public logged into the on-line meeting.

The pledge of allegiance was recited.

Roll Call was taken.

Mrs. Hansen: Present, Mrs. Mackey: Present, Mrs. Tanner: Present, Mr. Koehler: Present.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: No corrections or additions to the agenda.

**APPROVAL ITEMS:**

1) Minutes from the May 12<sup>th</sup>, 2020 regular board meeting were reviewed by the board. The minutes were accepted as presented.

Marge Mackey moved to accept the May 12<sup>th</sup>, 2020 regular meeting as presented, seconded by Melanie Hansen.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Dustin Koehler, aye. Motion passed.

Motion passed.

**PUBLIC COMMENTS:** No public comments

## **Old Business:**

- 1) Board seat vacancy and letter of interest: Chief Harvey presented the letter of interest from Cynthia Farris for the vacant board position not filled during the May 2020 regular special district election. The Fire Board discussed Mrs. Farris interest in serving on the board and thanked her for her interest in helping the community. The Board only received one letter of interest for the open board position. Annette Tanner asked if Mrs. Farris had any questions for the Board. Chief Harvey stated that this appointed seat will run until May of 2022, following that it will need to be an elected position.

Marge Mackey moved to appoint Cynthia Farris to the vacant Board Position until May 2022. The motion was seconded by Dusty Koehler.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Dustin Koehler, aye. Motion passed.

Annette Tanner administered the Oath of Office to Mrs. Farris. The Board introduced themselves to Mrs. Farris and welcomed her to the board.

## **NEW BUSINESS:**

- 1) Operational Budget Changes: Chief Harvey discussed with the Board some of the budget items that will need to be eliminated or reduced. Chief Harvey also discussed with the Board if the Fire District is still interested in placing an engine into the federal system for fire assignments to make up the budget loss. The Board agreed to send out the fire apparatus to generate funds for the Fire District. Chief Harvey discussed how the cooperater program works for the new board members. Chief Harvey asked the Fire Board to reduce some non-essential costs. With the end of the second quarter, random drug testing will be suspended to reduce expenses. Testing for accidents/injuries or suspicion will still be in place as per district policy, however there will be no further random testing to help reduce expenses. The Board agreed with this reduction in expense. Non-essential vehicle trips will also be reduced as much as possible to save on fuel. The Board also asked if the rescue boat and kitchenette capital project items had been canceled. Chief Harvey confirmed that those projects have been discontinued.

## **ACCOUNTANTS REPORT**

- 1) Shannon Currier, Fire District Contract Accountant provided the board with electronic copies of the financial statements through the end of April 2020. Mrs. Currier reviewed the documents and year to date financials with the Fire Board.

Marge Mackey moved and seconded by Melanie Hansen to accept the April 2020 financials as presented.

Vote: Melanie Hansen, aye; Dustin Koehler, Aye; Marge Mackey, aye; Annette Tanner, aye; Cynthia Farris, aye.

Motion passed.

Marge Mackey moved and seconded by Melanie Hansen to accept the April 2020 expenditures as presented.

Vote: Melanie Hansen, aye; Dustin Koehler, aye; Marge Mackey, aye; Annette Tanner, aye; Cynthia Farris, aye.

Motion passed.

Write-offs: The Fire Board reviewed the write-off statement for the month ending April 2020.

Dustin Koehler moved to accept the write-off statement for the month ending April 2020, seconded by Annette Tanner.

Vote: Melanie Hansen, aye; Dustin Koehler, aye; Marge Mackey, aye; Annette Tanner, aye; Cynthia Farris, aye.

Motion passed.

April 2020	
Insurance adjustments-	\$1,792.39
Write-offs -	\$9,661.39
Total -	\$11,453.78

**FIRE CHIEF REPORT:** Staff discussed the various projects and activities they have been working on. Chief Harvey reviewed his written report.

BOARD COMMENTS: None

ADJOURNMENT: Marge Mackey moved to adjourn the meeting. Melanie Hanse seconded the motion to adjourn.

Vote: Melanie Hansen, aye; Dustin Koehler, aye; Marge Mackey, aye; Annette Tanner, aye; Cynthia Farris, aye.

Motion passed.

Meeting adjourned at 7:28 PM.

Next regular meeting scheduled for July 14th, 2020 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on July 14<sup>th</sup>, 2020.



  
Melanie Hansen – Secretary/Treasurer