

SPECIAL MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE HOUSE
FEBRUARY 1ST AT 6:00 PM

MINUTES

CALL TO ORDER: Meeting was called to order by Karen at 6:00pm. Directors present were Karen Latham, Marge Mackey, Toni Vincenzetti & Dick Latham. Chanse Brackett was absent. Fire staff present were Mike Harvey, Fire/EMS Chief, Josh Weishaup, FF/EMT, & Shanelle Hansen, Secretary. Guest present was Doug Porterfield, Architect. There were no public present.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: Mike requested the Board add Doug Porterfield with DPA Architects to the Agenda, there are some important matters needing to be discussed. The Board agreed.

APPROVAL ITEMS: None

PUBLIC COMMENTS: None

OLD BUSINESS:

Added per Mike Harvey

- 1.) Building Update – Doug handed out to the Board a copy of the General Conditions of the Contract for Construction. This document is written rules of relationship between the Owner of a Project and the Contractor. Doug asked the Board for some time to highlight certain sections of this document that pertain to the troubles happening at the construction site. He wanted the Fire Board to understand their rights as the project Owner. The sections he specifically referenced are as follows: 1.2.1, 2.4, 3.2.2, 3.2.4, 3.3.1, 3.3.3, 3.10.1, 3.10.2, 3.12.5, 3.12.6, 3.12.8, 4.2.7, 4.2.12, 5.3, 6.1.1, 7.3.5, 7.4, 8.3.1, 8.3.2, 15.1.3, 15.1.4, 15.1.5, and 15.1.5.2

Doug informed the Board the issues happening at the project and the complications that are coming up and how there may be future legal issues in reference to the sections reviewed above.

Doug then handed out the Submittal Log and reviewed it for the Board's understanding. Doug suspects the submittals are not being properly reviewed prior to being sent in to him at DPA. Doug also reviewed the Construction Schedule and pointed out area of inconsistencies and concerns.

Doug then reviewed the pay application dated 1/25/16. It appears PNCI is billing to the original construction schedule – not to work actually done. This document shows the masonry work at 93% complete and the actual percentage complete is more like 57%. Mike expressed his concern that he has to submit the percentages of completion to DOLA when requesting reimbursements for the Grant each month. If PNCI is reporting wrong percentages on their invoicing, this could be an issue DOLA may raise. Mike does not want to be signing off on incorrect information.

Doug asked the Board for direction on what he should do. Toni asked if PNCI is in default. Doug said not at this time, but they are getting close. After some more discussion the Board agreed to have a meeting with PNCI, DPA & whoever else may be necessary to try to address these issues. Karen Latham would be the spokesperson for the Board. They checked their calendars and stated February 23rd would be a good date leaving the time TBD.

NEW BUSINESS:

- 1.) Executive Session to Discuss Personnel Matter: Karen informed Josh Weishaup that he could choose whether to have the discussion in a public meeting or in executive session. Josh respectfully requested the executive session.

Marge motioned to go into Executive Session. Toni seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

Karen read the Executive Session legal announcement and then excused all but the Fire Board, the Fire Chief & Josh Weishaup. Executive session commenced at 8:09pm.

At 8:45pm Karen re-opened the meeting. Josh verbally asked the Fire Board to resign his position. Dick motioned to accept Josh's resignation. Marge seconded. Karen – Yes, Toni – Yes, Marge – Yes & Dick – Yes. Motion passed.

Josh thanked the Fire Board & Mike for their support along the way. He appreciated all they have done for him and the opportunities he was given while working for the Fire District.

ACCOUNTANT'S REPORT – By Shannon Currier – None

FIRE CHIEF'S REPORT – Mike Harvey, EMS Chief/Fire Chief - None

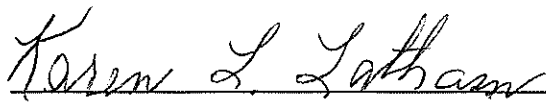
PUBLIC/BOARD COMMENTS: None

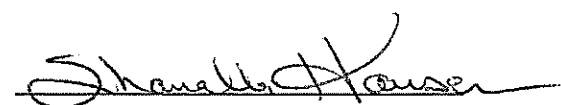
SECRETARIAL ITEMS – Shanelle Hansen - None

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

Approved by the De Beque Fire Protection
Board of Directors on 2-9-16.

Minutes Transcribed & Typed by:


Karen Latham, President


Shanelle Hansen, District Secretary

