

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION
May 12th 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 6:02 PM on May 12th, 2020 by means of public video conference and in person meeting. Directors present were Marge Mackey (IP), Melanie Hansen (IP), Annette Tanner (IP), Toni Vincenzetti (V/P) Sling Herrman (V/P) and Dustin Koehler (IP). Also present was Shannon Currier (V/P) - District Accountant, and District Fire Chief Mike Harvey (IP), Forest Matis (IP), Ethan Harvey (IP), Jason Lee (IP), Patrick Cole (IP). Public present: No public present.

(IP) = in person, (V/P) = Video/Phone. Social distancing rules and limit of 10 people in attendance were observed. The meeting was available for public viewing

The pledge of allegiance was recited.

Roll Call was taken.

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

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

APPROVAL ITEMS:

1) Minutes from the April 14th, 2020 regular board meeting were reviewed by the board. The minutes were accepted as presented.

Marge Mackey moved to accept the April 14th, 2020 regular meeting as presented, seconded by Melanie Hansen.

Vote: Marge Mackey, aye; Annette Tanner, aye; Melanie Hansen, aye, Sling Herrman, aye; Toni Vincenzetti, aye. Motion passed.

Certification of Election: Chief Harvey asked if the Board had any questions concerning the election. The Board discussed the results of the election.

Board President Annette Tanner administered the Oath of Office to Melanie Hansen (2-year seat) and Dustin Koehler (3-year seat).

The Fire Board wished to thank both Toni Vincenzetti and Sling Herrman for their help over the years with the Fire District.

Board Member Seat Positions:

Annette Tanner entertained nominations for the position of Fire District Board President position. Marge Mackey nominated Annette Tanner for the Board President Position. Melanie Hansen seconded the nomination and that nominations cease. Annette Tanner accepted the nomination.

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

Annette Tanner entertained nominations for the position of Fire District Board Vice-President position. Annette Tanner nominated Marge Mackey for the Board Vice-President Position. Melanie Hansen seconded the nomination and that nominations cease. Marge Mackey accepted the nomination.

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

Annette Tanner entertained nominations for the position of Fire District Board Secretary/Treasurer position. Annette Tanner nominated Melanie Hansen for the Board Secretary/Treasurer Position. Marge Mackey seconded the nomination and that nominations cease. Melanie Hansen accepted the nomination.

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

Bank account signatory: Chief Harvey informed the board that they will need to remove Toni Vincenzetti from the accounts and add a new account signatory. Marge Mackey moved to remove Toni Vincenzetti from all Fire District bank accounts and to add Melanie Hansen to all Fire District bank accounts. Annette Tanner seconded the motion.

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

PUBLIC COMMENTS: No public comments

Old Business:

- 1) EMS Billing company update: The new EMS billing company is now on-line. We will be continuing to work on setting up the different insurance companies for billing. Chief Harvey also discussed the need for collections on non-payers. The Board directed Chief Harvey to move forward with a company recommended by the billing company.

NEW BUSINESS:

- 1) Board seat vacancy: Chief Harvey discussed the need to appoint a board member to fill the seat on filled during the election. The Board will contact some community members.

ACCOUNTANTS REPORT

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

Marge Mackey moved and seconded by Annette Tanner to accept the March 2020 financials as presented.

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

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

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

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

Annette Tanner moved to accept the write-off statement for the month ending February 2020, seconded by Marge Mackey

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

March 2020	
Insurance adjustments-	\$4,810.14
Write-offs -	\$4,397.65
Total -	\$9,207.79

FIRE CHIEF REPORT: Staff present discussed the various project and activities they have been working on. Chief Harvey review 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.
Motion passed.

Meeting adjourned at 7:01 PM.

Next regular meeting scheduled for June 9th, 2020 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors June 9th, 2020.


Annette Tanner - President


Melanie Hansen – Secretary/Treasurer

