

REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION
July 14th 2020

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 Board President Annette Tanner at 6:01 PM on Tuesday, July 14th, 2020.

Directors present: Cynthia Farris, Melanie Hansen, Dustin Koehler, Marge Mackey, and Annette Tanner. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Others present: Shannon Currier - District Contract Accountant, District Fire Chief, Mike Harvey, Forest Matis, and Ethan Harvey. No public was present.

Social distancing rules were observed.

The pledge of allegiance was recited.

ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA: Board President Annette Tanner ask if there are any corrections or additions to the agenda. None presented.

APPROVAL ITEMS:

1) Minutes from the June 9th, 2020 regular board meeting were reviewed by the board. The minutes were accepted as presented.

Marge Mackey moved to accept the June 9th, 2020 regular meeting as presented, seconded by Dustin Koehler.

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

PUBLIC FORUM: There were no requests to speak.

OLD BUSINESS:

- 1) There was no old business to address.

NEW BUSINESS:

- 1) Audit – The Board discussed the audit with Shannon Currier, Fire District Contract Accountant. The Board asked if the auditor could attend the next regular meeting in August and present the audit. Board President Annette Tanner will get with Shannon to get the audit extension request filed on-line by July 31st.
- 2) Special Events: Annette Tanner asked why the Fire District did not attend the July 4th parade. Chief Harvey stated that they did call for the Fire District to put vehicles in the parade but was declined following the budget discussion with the board from the June meet in trying to reduce non-operational expenses. Annette Tanner stated that she was invited personally to come to the parade. The Board wants to directly address the parades individually and got negative feedback from the community. Chief Harvey stated he did not have an issue with attending parades and was cutting all non-essential costs as discussed at the June meeting. Chief Harvey wanted to ensure that the Fire Board was totally informed of the health guidelines and also budget expenses.
- 3) Reduction in coverage. Chief Harvey discussed and wanted to be sure that the board understood that overtime and backfill has been reduced as much as possible to save funding. This may result in reduced staffing and potentially delayed response times as employees may be responding from home or mutual-aid agencies responding from longer distances.
- 4) Health Insurance: Chief Harvey discussed the health insurance health plan that will no longer be available for renewal in March and April of 2021. Chief Harvey will send out the information but the pricing is 2020 rates still. Chief Harvey stated that besides the current HMO plan there are other clinic based health care options and the open market insurance.

FINANCIAL REPORT AND UPDATES

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

Melanie Hansen moved and seconded by Cynthia Farris to accept the May 2020 financials as presented.

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

Motion passed.

Cynthia Farris moved and seconded by Melanie Hansen to accept the May 2020 expenditures as presented.

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

Motion passed.

District Accountant Shannon Currier reviewed the current insurance write-offs. There would need to be a correction for April and May write-offs in the June statement.

Marge Mackey moved to accept the insurance adjustments for the month of April 2020 in the amount of \$578.65 and bad debt write off of \$3,535.81 for a total write off and adjustments of \$4,114.46. The motion was seconded by Cynthia Farris.

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

Marge Mackey moved to accept the insurance adjustments for the month of May 2020 in the amount of \$1,792.39 and bad debt write off of \$9,661.39 for a total write off and adjustments of \$11,453.78. The motion was seconded by Dustin Koehler.

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

Motion passed.

Annette Tanner discussed with the Board the possibility of not having Shannon Currier, District Contract Accountant not attending all the meetings. The Board will coordinate with Shannon to see which meetings she will need to attend.

FIRE CHIEF REPORT: Staff discussed the various projects and activities they have been working on. Chief Harvey reviewed his written report. Chief Harvey discussed the issues with the resident house heating system.

BOARD ITEMS AND COMMENTS: None

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

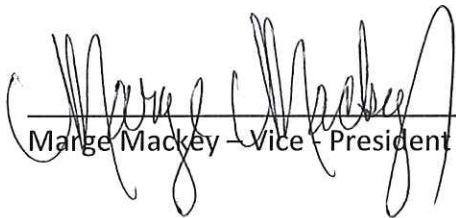
Vote: Cynthia Farris, aye; Melanie Hansen, aye, Dustin Koehler, aye; Marge Mackey, aye; Annette Tanner, aye.

Motion passed.

Meeting adjournment at 7:28 PM.

Next regular meeting: August 11th, 2020 at 6:00 PM.

Approved by the De Beque Fire Protection Board of Directors on August 11th, 2020.


Marge Mackey – Vice - President


Melanie Hansen – Secretary/Treasurer