



REGULAR MEETING  
BOARD OF DIRECTORS  
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION  
**JULY 8, 2024**

**MINUTES**

**CALL TO ORDER:**

Pursuant to notice, the regular board meeting of the De Beque Fire Protection District (the District) was called to order by Board President Tanner at 6:14 p.m. on Monday, July 8, 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; Firefighter Tyler Sepsey; Secretary Kim Latham.

**ADDITIONS OR DELETIONS TO AND APPROVAL OF AGENDA:**

No Additions or deletions to the Agenda were made. Motion was made by Board Member Koehler and seconded by Board Member Faris to approve the agenda as presented. Vote: Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. Motion Passed.

**MINUTES:**

Minutes were presented to the BOD for consideration for the regular board meeting on June 10, 2024. Motion was made by Board Vice President Ramthun and seconded by Board Member Koehler to approve the minutes as presented. Vote: Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. Motion Passed.

Discussion ensued regarding the recent SDA Workshop Conference that Secretary Latham and Board Member Ramthun attended in June. Secretary Latham reported that the SDA attorneys highly recommended adding a statement to the minutes for full disclosure reasons regarding any conflicts of interest that could possibly occur, specifically with Board of Director Members, as well as reporting a possible conflict of interest to the Secretary of State. Because one DFPD Board of Directors member is also on the Town of De Beque Board of Directors, a paragraph about a possible conflict of interest was added to the end of the minutes. Secretary Latham will also submit notification to the Secretary of State. The attorneys for SDA also noted that recordings of the regular meetings must now be kept for six months before deleting. Recordings of executive sessions are still under the 90-day deletion rule.



## **FINANCE REPORTS**

Financial Reports were presented to the BOD for May 2024. After discussion, motion was made by Board President Tanner and seconded by Board Secretary Hansen to approve the finance reports as presented. Vote: Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. Motion Passed.

Insurance Write-Downs in the amount of \$6,623.66 and Insurance Write-Offs in the amount of \$0.00 for May 2024 were presented to the board. Motion was made by Board Vice President Ramthun and seconded by Board Member Farris to approve the insurance adjustment write-down and write-offs in the amount of \$6,623.66 for May 2024. Vote: Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. Motion Passed.

## **PUBLIC COMMENTS:**

None.

## **OLD BUSINESS:**

- 1) New Ambulance Update. The new ambulance is permitted and is up and running. The Board members took a tour before the onset of the meeting to check it out. Chief Matis is looking into what to do about license plates and about the possibility of personal plates for the ambulance and other apparatus that would brand to DFPD.
- 2) Trane is on-site doing the needed repairs. Trane did not agree to the extended time to pay the invoice, but they did bring with them our parts they had been holding.
- 3) Ladder 81 Update. Meeker Fire Department is interested in purchasing Ladder 81, pending an oil report and a trip up with the vehicle to see if it fits (size wise) into their station.

## **NEW BUSINESS:**

- 1) Old Ambulance 81. Fire Chief Mattis reported that the Old Ambulance 81 has been gutted and is ready for disposition. Discussion ensued regarding whether the District would like to try to sell it, auction it, or donate it to another entity. Motion was made by Board President Tanner and seconded by Board Vice President Ramthun to offer the old Ambulance 81 for sale for no less than \$17,500.
- 2) Command 82. Fire Chief Matis asked the Board what they would like to do with the Command 82 Truck that has been replaced by the new Chief 81 vehicle. Discussion ensued regarding whether the District should try to sell it, auction it, or donate it to another entity. Motion was made by Board President Tanner and seconded by Board Member Koehler to sell the Command 82 truck in a closed bid for no less than \$2000, with the bids due by 5:00 p.m. on September 9, 2024.
- 3) SCBA Fill Station. The District SCBA fill station has failed. Upon a re-test, another failure will require it be retired and the District will need to replace it. The Team can go to other stations to fill cylinders on a temporary basis, but that is not a long-term solution, and can be a safety issue in the event of a local fire. Currently, the replacement cost is estimated at \$64,000. Chief Matis will look into grants available that would help the District replace it and will report back to the Board at the August regular board meeting regarding his findings on grant availability and more solid replacement costs.
- 4) Rope Rescue Equipment. The District Rope Rescue equipment is two years away from expiring; however, the current equipment no longer matches other rescue station equipment, which causes



issues when working together on rescue situations, such as the mutual aid station response call we went on recently. Chief Matis reported that Chevron is giving us a nice \$10,000 donation and asked if the Board would like to use that donation to start replacing the rope rescue equipment. Motion was made by Board Member Koehler and seconded by Board Member Farris to use the \$10,000 donation from Chevron to replace the District Rope Rescue equipment.

#### **FIRE CHIEF REPORT:**

- 1) The Town of De Beque approved most of the amended sewer amendment requests the District made with the following exceptions: 1) The five (5) year timeframe requested was denied, replaced with three (3) years; 2) The Town of De Beque will not require or enforce the requested hook-up fees for others to the District using the District's hook-up.
- 2) The District is sending three fire fighters to California for a fire deployment assignment.
- 3) Some of our part-time employees are applying for and receiving full-time employment at other stations. They will remain as part-time employees for the District, but their availability may no longer be as flexible as it has been. We may need to bring on more part-time employees to cover the shifts.
- 4) The District teams have received multiple reports of great service, professionalism, and knowledge. The District Wildland crews are often on the first call list and are often requested by other agencies. BLM Coordinator, Lathan Johnson, contacted Chief Matis to report the great job our deployment crews have done. Chief Matis started a discussion about the current District Wildland deployment operations and if the District is interested in forming a specific crew for Wildland deployment assignments and that would be used throughout the winter for mitigation duties in the area and in conjunction with other agencies. The goal would be for the unit to be fully sustained by wildland deployment income. The crew would be under DFPD, but as an additional crew unit, similar to our Red, Blue and Green crews.
- 5) Tyler Sepsey has received his Paramedic certification and is now off probation. Congratulations to Tyler for his hard work in attaining Paramedic status!

#### **CREW UPDATES:**

- 1) Lieutenant Voorhees reported that the new ambulance is put together. The crews are very happy with the ambulance build.

**OTHER COMMENTS:** None

**BOARD COMMENTS:** It is so nice to hear the good accolades from people and other agencies about our Fire Department and how professional our personnel is and their willing to work together with other agencies. Good meeting!

#### **ADJOURNMENT:**

Motion was made by Board Secretary Hansen and seconded by Board Member Farris to adjourn the meeting. Vote: Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. Motion Passed. Meeting adjourned at 8:01 p.m.

**Next regular meeting: Monday, August 12, 2024.**



**Approved by the De Beque Fire Protection Board of Directors on August 12, 2024.**



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**Annette Tanner, President**

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**Melanie Hansen, Secretary**

Board of Directors:

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

It is noted that Board Member Cynthia Farris is also on the Board of Directors for the Town of De Beque. It is noted that the dual Board positions might be considered a conflict of interest in the event of interaction between the De Beque Fire Protection District and the Town of De Beque.