



REGULAR MEETING
BOARD OF DIRECTORS
DE BEQUE FIRE PROTECTION DISTRICT

DE BEQUE FIRE STATION
SEPTEMBER 9, 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 6:00 p.m. on Monday, September 9, 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:

Lieutenant Jesse Hughson; Firefighter Blake Heym; Secretary Kim Latham.

ADDITIONS OR DELETIONS TO AND APPROVAL OF AGENDA:

Additions and deletions to the Agenda were made as follows: Delete Finance Reports 2024 06; Add Minutes July 13, 2024 Emergency Board Meeting; Add Final Audit 2023; Add Budget 2024 Property Tax Update Information. **Motion** was made by Board President Tanner and seconded by Board Vice President Ramthun **to approve the agenda as amended. Vote:** Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. **Motion Passed.**

MINUTES:

- 1) Minutes were presented to the BOD for consideration for the regular board meeting of August 12, 2024. **Motion** was made by Board Member Koehler and seconded by Board Member Farris **to approve the minutes for August 12, 2024 as presented. Vote:** Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. **Motion Passed.**
- 2) Minutes were presented to the BOD for consideration for the emergency board meeting of August 13, 2024. **Motion** was made by Board Secretary Hansen and seconded by Board Vice President Ramthun **to approve the minutes for August 13, 2024 as presented. Vote:** Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Abstain; Maria Ramthun, Aye; Annette Tanner, Aye. **Motion Passed.**

BUDGET TAX REVENUE UPDATE FOR 2024:

The District received the estimated tax revenue basis for budgetary planning for 2024 from both Garfield and Mesa counties. With the current laws that have been recently enacted through the special session of state legislators and signed by Governor Polis, it is noted that the estimation of tax revenue for the District will be down just short of \$1,000,000. This decrease will be reportedly in effect for six years and will lead to major adjustments in the budgetary process for budgetary years 2024 through



2030. Ann Terry, attorney with Special Districts Association of Colorado, will hold a Zoom meeting to provide a comprehensive overview on the impact the new laws will have on Special Districts. The Zoom meeting will be held September 24, 2024 at 9:30 a.m. It is also noted that our health insurance costs will rise 13.5% for 2025, which comes to an increase of about \$28,000 for the year.

AUDIT 2023 FINAL:

The final 2023 audit, completed by Paul Miller with Blair and Associates, P.C., was presented to the BOD. The District's bottom line was positive for 2023, with a favorable variance of \$66,285 and a net position increase of \$11,158.

FINANCE REPORTS

Financial Reports were presented to the BOD for July 2024. **Motion** was made by Board Vice President Ramthun and seconded by Board Secretary Hansen **to approve the finance reports for July 2024 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 \$1,090.13 and Insurance Write-Offs in the amount of \$0.00 for June 2024 were presented to the board. It was noted by Secretary Latham that this could change due to some discrepancies that have occurred due to the merger of Andres with EMS|MC and issues with the platform differences. **Motion** was made by Board President Tanner and seconded by Board Member Farris **to approve the insurance adjustment write-down and write-offs in the amount of \$1,090.13 for June 2024. 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 \$4,392.40 and Insurance Write-Offs in the amount of \$0.00 for July 2024 were presented to the board. It was noted by Secretary Latham that moving forward with the new platform for EMS|MC, the Write-Downs and Write-Offs will be combined into one total instead of separated into two totals. **Motion** was made by Board President Tanner and seconded by Board Secretary Hansen **to approve the insurance adjustment write-down and write-offs in the amount of \$1,090.13 for June 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) Command 81 Bid Results. Board Secretary Hansen opened the sealed bid envelopes and Board President Tanner inspected the bids for the sale of the Command 81 Toyota Tacoma sealed bid submissions. Mr. Tim Conwell submitted the highest bid at \$5,558. District Secretary Latham will notify all bidders of the bid results.
- 2) Ambulance 81 Disposal Update. The Ambulance 81 auction is complete, and the District has received the highest auction bid amount of \$12,350. Ambulance 81 has been sold and is now in the possession of the new owners.
- 3) Trane Update. The work on the heater/ac unit has been completed. There were a few issues that Trane took care of, but there currently are thermostat issues that need to be fixed. The temperature remains down around 61-62 degrees, even when the thermostats are raised to higher levels. Experimentation has been done on setting the thermostats as high as 80 degrees, but the



temperature remains at 61-62 degrees. Employees are wearing coats and utilizing heaters to stay warm.

- 4) The Ladder truck is currently being repaired in Denver, and Meeker is still interested in purchasing it.

NEW BUSINESS:

- 1) Employee Update. Captain Jason Lee has resigned his employment from DFPD. His last day of employment is officially September 15, 2024. Chief Matis notified all employees of the current Lieutenant/Captain upward mobility position and accepted interest and applications for the position through September 8, 2024. He will evaluate the applications and do testing to determine who will fill the Lieutenant/Captain vacancy, then will post for job opportunities to fill the vacancy left by the upward mobility opportunity.
- 2) Deployment Update. Lieutenant Hughson reported that two deployment crews overlapped, resulting in the need for Chief Matis to lead one of the deployment crews due to the Engine Crew Boss void left by Captain Lee. The first crew was in Wyoming, and the second crew headed to South Dakota when they were diverted to help with some fires in California. The Wyoming crew has returned to the station, has taken rest days, and are back in crew rotation. Another deployment team will be initiated when the California crew gets notice to return to the station. Meanwhile, the deployment engine utilized in the Wyoming deployment will need new tires before being ready to re-deploy. Discussion ensued regarding the purchase of six new tires for the deployment engine. **Motion** was made by Board President Tanner and seconded by Board Secretary Hansen **to approve the purchase of six new tires for the deployment engine not to exceed \$5,000.** **Vote:** Cynthia Farris, Aye; Melanie Hansen, Aye; Dustin Koehler, Aye; Maria Ramthun, Aye; Annette Tanner, Aye. **Motion Passed.**

CREW UPDATES:

Lieutenant Hughson reported that the crews are functioning well and providing cover for the deployment crews.

OTHER COMMENTS:

None

BOARD COMMENTS:

- 1) The Board asked about 911 plans for moment of silence in honor of the lives lost on 9/11. Lieutenant Hughson reported that there are plans to be perched on the bridge with a draped flag. He will double check the timing, but it will be around 8:41 – 8:47 a.m.
- 2) Vice President Ramthun thanked the team for holding down the fort while Chief Matis is on deployment assignment. She noted it is nice to have dependable and trustworthy employees who can step forward and be in charge as needed.

ADJOURNMENT:

Motion was made by Board Member Farris and seconded by Board Secretary Hansen **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 6:58 p.m.

Next regular meeting: Monday, October 14, 2024.



Approved by the De Beque Fire Protection Board of Directors on October 14, 2024.



Annette Tanner, President

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.