

**Upper Pine River Fire District  
Regular Board Meeting Minutes  
January 17, 2013  
6:00 p.m.**

The meeting for January 17<sup>th</sup>, 2013 was called to order at 6:05 p.m. by President of the Board Jeff Dyar.

**Board Members Present**

Jeff Dyar (President), Roger Pennington (Vice President), Mack Coker (member) via phone, John Beebe (Treasurer) Bill Kourim (member)

**Staff Present**

Bruce Evans (Chief) via phone, Randy Larson (Deputy Chief/ OPS), Lisa Eckert (Board Secretary) via phone, Mickey Ramsey (Accountant) and John Werner.

**Pledge of Allegiance**

The Board led the Pledge of Allegiance

**Public Attendees**

**Additions/ Deletions to Agenda**

1. Add to new business item E-prom night project
2. Add item B to Old Business- Chief Evans contract

**Public Comment**

None

**Special Presentations**

Auxiliary Officers swearing in cancelled

**Approval of Minutes**

Minutes December 19<sup>th</sup> were not available for approval. Item tabled.

**Balance Sheet Regular**

Mack made the motion to accept the revenues and expenditure budget vs. actual for December 2012 as presented. John made the second. All were in favor. Motion carried.

**Approve All of December Bills (and Cash Checking)**

John made the motion to approve the December 2012 bills as presented. Roger made second. All were in favor. Motion carried.

**Balance Sheet Bond**

Roger made the motion to approve the balance sheet bond services fund for December 2012 as presented. John made the second. All were in favor. Motion carried.

Roger made the motion to approve the Bond expenditures. John made the second. All were in favor. Motion carried.

**New Business**

- A. Bruce discussed the Volunteer Pension Program
- B. Bruce discussed the personnel documents presented in the board packet. He requested board members review and submit comments on the personnel manual

drafts to him. The personnel manual is scheduled to be voted on for finalization at the February 21, 2013 meeting.

- C. Bruce discussed the recommendation for a mill levy for EMS. The board agreed to conduct a planning session at a date to be determined to discuss the approach.
- D. Mickey made the recommendation to amend the accounts payable check signing process from just the board meeting night to biweekly, the first Thursday of every month and the third Thursday (board meeting night). The first cycle (February) was decided as Roger. The first Thursday for March is set to be Jeff.
- E. Bruce discussed the "Every 15 minutes" project. Upper Pine will be participating in the prom night re-enactment event.

**Old Business**

- A. Bruce discussed a recommendation to change the board meetings to an earlier time in the day. This would reduce overtime costs. 3:00 p.m. was the proposed time. Roger opposed the change due to work schedule. 5:00 p.m. was proposed. Jeff made the motion to change the meeting time to 5:00 p.m. Mack made the second. All were in favor. Motion carried. Lisa was instructed to investigate the resolution change regarding meeting time from 6:00 p.m. to 5:00 p.m.
- B. John discussed Bruce's employment contract. Jeff made the motion to approve the contract. Mack made the second. All were in favor. Motion carried.

**Chiefs Reports**

Chief Larson presented his report to the board.

Chief Evans presented his report to the board.

**Executive Session**

At 8:26 Roger made the motion to go to executive session stating CRS 24-6-402 (4)(f) for personnel matters. Bill made the second. All were in favor. Motion carried.

The executive session attendees returned to regular session at 9:19 pm. No decisions were made in executive session.

**Adjournment**

At 9:20 p.m. Roger made the motion to adjourn the meeting. John made the second. All were in favor. Motion carried.

Submitted by

Lisa Eckert

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Jeff Dyar, President

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Date

Attest:

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Lisa Eckert, Admin