

**Upper Pine River Fire District  
Regular Board Meeting Minutes  
May 21, 2015  
4:30 p.m.**

The meeting for May 21, 2015 was called to order at 4:38 p.m. by Jeff Dyar.

**Board Member Attendance**

Jeff Dyar (President), Mack Coker (Vice President-absent) John Beebe (Treasurer), Wayne Walters (member), Casey Cook (member)

**Staff Present**

Chief Bruce Evans, Deputy Chief Roy Vreeland, Mickey Ramsey (Accountant) and Lisa Eckert (Admin Secretary), Dennis Golbricht (attorney)

**Pledge of Allegiance**

The Board led the Pledge of Allegiance

**Additions/ Deletions to Agenda**

Purchasing policy moved from New Business to special presentations  
Add to new business item F- Review of special programs

**Public Comment**

None

**Special Presentations**

Mitch McFarland representing Rubin Brown gave the board the status of the 2014 Audit. He reported that the District continues to “tighten up” in regards to refinancing leases and bonds refunded to get better rates, purchasing process and internal controls. Special attention was given to medical billing for 2014. The audit analytics revealed the medical billing was within \$300.00 of \$500,000.00 worth of revenue billing. The medical billing component audit consisted of billing along with mileage overlay to determine the accuracy of the process. The District was remarkably close for that amount of revenue satisfying the audit and validating the accuracy of the billing process. Mitch reported there are no issues to report to the Board regarding the results of the audit.

Mickey presented a revision to the current purchasing policy dated 2001 revised at 2006. Options were presented to the Board along with Mitch to ensure the process meets the control mechanisms required for solid accounting practices. Dennis Golbricht requested the revised 2015 version be sent to him to ensure the District meets statutory requirements. Mickey to revise the policy for the Board to review for approval scheduled for the June Board meeting.

**Approval of Minutes**

John made the motion to approve the meeting minutes for April 16, 2015. Casey made the second. Wayne, John and Casey were in favor. Jeff abstained. Motion carried.

**Balance Sheet Regular**

Wayne made the motion to accept the revenues and expenditure budget vs. actual for April 2015 as presented. John made the second. All were in favor. Motion carried.

**Balance Sheet Bond**

Wayne made motion to approve the balance sheet bond services fund for April 2015. John made the second. All were in favor. Motion carried.

## **New Business**

- A. Purchasing policy- moved to special presentations
- B. Community paramedic program- Bruce presented the concept of the program with the intent that the Board has some background on this prior to the scheduled 2015 strategic planning meeting. He outlined the basic steps required to investigate the implementation of this type of program. Casey made the motion for Chief Evans and Paramedic Steve Burns to go forward with research on the program to present to the Board for the 2015 strategic planning session. Wayne made the second. All were in favor. Motion carried.
- C. Architecture Consultation for station 1. Bruce presented information on other grant opportunities the District may need to rely on as the projections for oil and gas revenue have been received and the District is looking at reductions in revenue for 2016. As the District has been very successful in grant awards, the private sector has not been approached by the District to date. Bruce informed the Board that he has been involved in the town discussions to economic enhancement of the community. In order to increase success on the concept, he recommended the District get an architectural design created for station one.  
He asked for the board to approve the expense associated with getting the concept created in order to present to DOLA. Jeff made the motion to have the chief pursue the architectural consultation and identify private funding sources to present the concept to. Casey made the second. All were in favor. Motion carried.
- D. Flag annexation. Bruce recommended the District look into other sources of revenue to avoid depending on the fluctuating oil and gas revenue. He recommended the flag pole concept particularly in the station 8 area. He reported that Les Kole has volunteered to assist in the process to present the concept to the homeowners affiliated with the affected areas. John made the motion to authorize the Chief to proceed with the investigation of the inclusion of the 160 corridor east of station 8 within 5 miles. Casey made the second. All were in favor. Motion carried.
- E. Review of District special programs. Jeff presented the process for reviewing the District programs for the purpose of making decisions on the whether or not the programs should continue based on budget impact, mission alignment and whether or not the District is covered under liability insurance. The consensus was for Jeff to send the concept to the Board and Chief's to start the process of review.

## **Old Business**

- A. Selling of old equipment. Bruce presented the idea of selling select vehicles for the purposes of reducing the fleet and adding to the reserves.

## **Chiefs Reports**

Deputy Chief Vreeland presented his report to the Board. Roy reported specifically on the SCBA status. (John Beebe had requested an update at the April board meeting). The SCBAs have passed all performance specs and the District has expended approximately \$6,000 to date on repairs.

Chief Evans presented his report to the Board

## **Executive Session**

At 7:42 p.m. John made the motion to go into executive session for the purposes of receiving legal advice citing (§24-6-402(4)(b), C.R.S. No recording of meeting will be conducted.

## **Adjournment**

No decisions were made. Adjournment of the regular meeting at was 8:00 p.m.

Submitted by

Lisa Eckert

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Jeff Dyar, President

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Date

Attest:

\_\_\_\_\_  
Lisa Eckert, Admin

Attest: