

**Upper Pine River Fire District  
Regular Board Meeting Minutes  
January 16, 2020  
4:30 p.m.**

The meeting for January 16, 2020 was called to order at 4:34 p.m. by John Beebe.

**Board Member Attendance**

Jeff Dyar (President) via phone, Mack Coker (Vice President) via phone, John Beebe (Treasurer), and Wayne Walters (member)

**Staff Present**

Deputy Chief Roy Vreeland, Mickey Ramsey (Accountant) and Lisa Eckert (Secretary)

**Pledge of Allegiance**

The Board led the Pledge of Allegiance

**Additions/ Deletions to Agenda**

Add to new business item C- resolution for reserves

Add to old business item A- District service plan

**Public Comment**

**Special Presentations**

**Approval of Minutes**

Wayne made the motion to approve the December 5<sup>th</sup> regular meeting minutes as presented.

Mack made the second. All were in favor. Motion carried.

**Financial Summary**

Mack made the motion to accept the revenues and expenditure budget vs. actual through December 2019 as presented. Wayne made the second. All were in favor. Motion carried.

Mack made the motion to accept the check detail for December 2019 as presented. Wayne made the second. All were in favor. Motion carried.

**New Business**

- A. Board appointment- Jeff made the motion to appoint Lisa Bourque to the Board to fill Casey's open Board position. Mack made the second. All were in favor. Motion carried.
- B. Election- the District has four open seats for the May election. Paper ballots will be the voting method.
- C. Resolution for Financial Reserves- John presented a letter of recommendation for adding an annual resolution for the financial reserves to be adopted annually. Bruce recommended the verbiage also be added to the investment policy.

**Old Business**

- A. District Service Plan- A committee of two Board members and admin staff to develop the Service Plan to be presented to the Board at the February Board meeting. Jeff Dyar and (to be sworn in) Board member Lisa Bourque to represent the Board on the committee.

**Chiefs Report**

Deputy Chief Roy Vreeland gave his report to the Board

Chief Bruce Evans gave his report to the Board

**Executive Session**

**Adjournment**

At 6:05 pm Wayne made the motion to adjourn the regular meeting. John made the second. All were in favor. Motion carried.

Submitted by

Lisa Eckert

\_\_\_\_\_  
Jeff Dyar, President

\_\_\_\_\_  
Date

Attest:

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

Attest: