

**SEELEY LAKE RURAL FIRE DISTRICT
SEELEY LAKE, MT 59868
REGULAR BOARD MEETING AGENDA
For July 18, 2017**

FIRE HALL

6P.M.

I. CALL TO ORDER/ROLL CALL

II. CORRECTION AND/OR APPROVAL OF MINUTES

_____ Made a motion to approve the June 20, 2017
Minutes; _____ seconded the motion. Motion carried? Yes/No

**III. VISIT WITH GUESTS/PUBLIC COMMENT FOR MATTERS NOT ON THE
AGENDA/CORRESPONDENCE**

IV. FINANCIAL REPORT AND APPROVAL OF CHECKS AND WARRANTS

_____ Made a motion to approve the June 2017 financial report
in the amount of \$23,873.57. _____ seconded the motion. Motion carried?
Yes/No

V. REPORTS

1. Call Volume
2. Recruitment
3. Grants Update
4. SCBA Update

VI. OLD BUSINESS

1. Mill Levey Rate Increase
2. Station #2 Management
3. Insurance Renewal Review/Approval

VII. NEW BUSINESS:

- 1.

VIII. NEXT MONTH AGENDA ITEMS:

Reports;

VIX. ADJOURNMENT/NEXT MEETING: August 15, 2017

SEELEY LAKE RURAL FIRE DISTRICT
REGULAR BOARD MEETING 6:00PM FIRE HALL
MEETING DATE: July 18, 2017
MINUTES FOR: June 20, 2017

MINUTES OF THE BOARD MEETING

PRESENT

Scott Kennedy

Gary Lewis

Connie Clark

Rita Rossi

Bob Vanden Heuvel, Fire Chief

Lynn Richards, District Administrator

ABSENT

Rachel Jennings, Secretary

I. REGULAR MEETING CALL TO ORDER/ROLL CALL:

Scott Kennedy called the meeting to order at 6:00 p.m. Four trustees were present along with the Fire Chief and District Administrator.

Scott made a motion to suspend the rules of order so the trustees could elect their officers. Gary seconded the motion. Voting by voice, motion carried with none opposed or abstaining. Gary Lewis made a motion to nominate Scott as Chairman. Connie Clark seconded the motion.

Bob stated Scott first needs to be administered the oath of office (as a newly elected trustee). Gary asked if Rita needed to be sworn in as well. Lynn stated Rita was sworn in on May 5th. Bob administered the Oath of Office to Scott.

Voting by voice to the election of Scott as chairman, motion carried with none opposed or abstaining.

Connie Clark made a motion to nominate Gary Lewis as Vice-Chairman. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

Rita Rossi made a motion to nominate Rachel Jennings as Secretary. Gary Lewis seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

II. MINUTES:

Gary Lewis made a motion to approve the May 16, 2017 minutes. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

Rita Rossi made a motion to approve the June 4, 2017 special meeting minutes. Gary Lewis seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

III. VISIT WITH GUESTS/PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA/CORRESPONDENCE:

Fire department volunteer members in attendance were Michael Richards. Also in attendance was Andi Bourne with the *Pathfinder*.

There was no public comment made at this time nor was there any correspondence.

IV. FINANCIAL REPORT AND APPROVAL OF WARRANTS:

Gary Lewis stated the Chief's Discretionary Fund should have \$5,000 instead of \$10,000. Lynn stated she will correct that. With that change noted, Gary Lewis made a motion to approve the May 2017 financial report in the amount of \$24,081.67. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

V. REPORTS:

1. **Call Volume** –Bob reported in May 2017 there were 34 calls compared to 31 in April 2016. Total calls for 2017 have been 107 compared to 101 in 2016.
2. **Recruitment** – Nothing new to report.
3. **Grants** – Nothing new to report.
4. **SCBA Update** – Nothing new to report.

VI. OLD BUSINESS:

1. **Mill Levy Rate Increase** – Tabled this item.
2. **Station #2 Management** – Nothing new to report on.
3. **Station #2 – FWP Sublease Approval/County & District** – Scott reported this has been completed. Lynn asked for an approved copy of the paperwork for our files. Scott will get it to Lynn.
4. **Station #1 Repairs; Doors/Heater** – Door has been replaced; heater has not.

VII. NEW BUSINESS:

1. **Insurance Renewal Review/Approval** – HUB International sent via email a P & C Renewal Questionnaire which needs to be completed.
Page 2- number of responses are not correct. Scott questioned the “Crime” coverage.
Page 5 - Scott wants to make sure the \$351,448 for Station 2 includes the small garage as the verbiage below states, “*Do not assume that smaller structures at a described premises will be covered automatically.*” Lynn questioned the Special Property Floater. Gary questioned the \$500 deductible; asked if that should be raised and if so, with the premium change.
Page 12 – Fundraising – Scott wants to make sure the pancake breakfast and movie night functions are covered under the general umbrella.

Bob stated he will look into all these issues and fill everything out. Scott requested an email in regard to raising the deductible if there’s a big difference in premium costs as it can always be changed back.

As the renewal is due July 1st, Rita Rossi made a motion to approve the insurance with the corrections made. Connie seconded the motion. Voting by voice, motion carried with Gary Lewis abstaining.

2. **Public CPR Program** – Bob stated the department is advancing the program as we’ve gained two more instructors.

III. NEXT MONTH AGENDA ITEMS:

Reports; Mill Levy Rate Increase; Station #2 Management; Insurance Renewal Review/Approval

VIX. ADJOURNMENT/NEXT MEETING:

Upon motion duly seconded, the meeting adjourned at approximately 6:25 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, July 18, 2017.

Approved:

Chair of the Board

Clerk of the Board

