

**SEELEY LAKE RURAL FIRE DISTRICT  
SEELEY LAKE, MT 59868  
REGULAR BOARD MEETING AGENDA  
For April 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 March 21, 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 March 2017 financial report  
in the amount of \$30,799.55. \_\_\_\_\_ 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

**VII. NEW BUSINESS:**

1. Station #2 Lease Agreement
2. Station #2 Management
3. Station #2 – FWP Sublease Approval/County & District
4. Station Staffing Hour Review
5. Station #1 Repairs; Doors/Heater

**VIII. NEXT MONTH AGENDA ITEMS:**

Reports;

**VIX. ADJOURNMENT/NEXT MEETING: May 16, 2017**

**SEELEY LAKE RURAL FIRE DISTRICT**  
**REGULAR BOARD MEETING 6:00PM FIRE HALL**  
**MEETING DATE:** April 18, 2017  
**MINUTES FOR:** March 21, 2017

**MINUTES OF THE BOARD MEETING**

**PRESENT**

Bonnie Connell, Board Chair  
Scott Kennedy, Vice Chair

Connie Clark  
Bob Vanden Heuvel, Fire Chief  
Lynn Richards, District Administrator

**ABSENT**

Rachel Jennings, Secretary  
Gary Lewis

**I. REGULAR MEETING CALL TO ORDER/ROLL CALL:**

Chair Bonnie Connell called the meeting to order at 6:00 p.m. Three trustees were present along with the Fire Chief via Smart Board and District Administrator

**II. MINUTES:**

Scott Kennedy made a correction to the February 21, 2017 board meeting minutes. Scott wants the word “warning” omitted from the sentence on page three, first paragraph after Equipment Acquisition. Lynn stated the word “warning” was on the tape. Scott stated it was never the intent to say “warning.”

Scott Kennedy made a motion to approve the February 21, 2017 minutes as amended. Connie Clark 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:**

Volunteer member present were Shawn Ellinghouse and Andy Bourne with the *Pathfinder*.

There was no public comment made nor was there any correspondence.

**IV. FINANCIAL REPORT AND APPROVAL OF WARRANTS:**

Scott Kennedy made a motion to approve the February 2017 financial report in the amount of \$32,057.52. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

**V. REPORTS:**

- 1. Call Volume** – In February 2017 there were 21 calls compared to 24 in February 2016. Total calls for 2017 have been 39 compared to 37 in 2016.
- 2. Recruitment** – The department lost a new firefighter due to relocating; a veteran is taking a leave of absence; a new recruit has joined and is going through training.
- 3. Grants** – Bob has sent off the information for the Town Pump Grant, won’t probably hear anything back until after March 31.
- 4. SCBA Update** – Nothing new to report.
- 5. 4-Wheeler Update** – It’s a year newer than what we thought and will work out nicely for the department.

**VI. OLD BUSINESS:**

- 1. Mill Levy Rate Increase** – Scott stated he received an email from the county asking if the district was going to participate this year. Scott replied saying no, we’re not prepared but hope to be next year.

**VII. NEW BUSINESS:**

**1. Station #2 Lease Agreement** – Scott stated Andrew Czorny finally responded to Scott’s earlier email and he had some questions regarding the lease as Andrews wasn’t involved in the original purchase; Andrew didn’t understand how the square footage cost was arrived at. Scott explained the process to him in another email since the lease was changed in 2012 as the county had acquired more office space. Scott stated he’s asking for a \$.10 to \$.15 per square foot increase. Andrew has not yet replied back to Scott’s second email.

**2. Station #2 Management** – Scott stated the county is leasing the entire building so it’s their responsibility who’s renting and using the building so there’s no need for us to re-key the building; it’s totally under their control. Mark with the janitorial service asked Scott if more supplies could be kept at the county building. Lynn explained how she invoices the county \$600 each month for the utility reimbursement then reconciles at the end of June and either invoices the county for any shortage or will reimburse them if they have paid too much.

Scott stated the new carpet installation has been completed. It cost \$550 more than the quoted price due to half of the floor had to be floated.

**III. NEXT MONTH AGENDA ITEMS:**

Reports; Mill Levy Rate Increase; Station #2 Lease Agreement; Station #2 Management

**VIX. ADJOURNMENT/NEXT MEETING:**

Upon motion duly seconded, the meeting adjourned at approximately 6:20 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, April 18, 2017.

Approved:

\_\_\_\_\_  
Chair of the Board

\_\_\_\_\_  
Clerk of the Board