

**SEELEY LAKE RURAL FIRE DISTRICT
SEELEY LAKE, MT 59868
REGULAR BOARD MEETING AGENDA
For March 21, 2017**

FIRE HALL

6P.M.

I. CALL TO ORDER/ROLL CALL

II. CORRECTION AND/OR APPROVAL OF MINUTES

_____ Made a motion to approve the February 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 February 2017 financial
report in the amount of \$32,057.52. _____ seconded the motion. Motion
carried? Yes/No

V. REPORTS

1. Call Volume
2. Recruitment
3. Grants Update
4. SCBA Update
5. 4-Wheeler Update

VI. OLD BUSINESS

1. Mill Levey Rate Increase

VII. NEW BUSINESS:

1. Station #2 Lease Agreement
2. Station #2 Management

VIII. NEXT MONTH AGENDA ITEMS:

Reports;

VIX. ADJOURNMENT/NEXT MEETING: April 18, 2017

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

MINUTES OF THE BOARD MEETING

PRESENT

Bonnie Connell, Board Chair
Scott Kennedy, Vice Chair

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

ABSENT

Rachel Jennings, Secretary

I. REGULAR MEETING CALL TO ORDER/ROLL CALL:

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

II. MINUTES:

Gary Lewis made a motion to approve the January 17, 2017 minutes. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

Gary Lewis made a correction to the January 31, 2017 special board meeting minutes. Gary wants wording to include there was discussion how Bob went over budget to what is allowed for him to spend to acquire the Polaris 4-wheeler. Gary Lewis made a motion to approve the January 31, 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 members present were Bill & Monica Bogardus and Andy Bourne with the *Pathfinder*.

Public comment included Bill Bogardus thanking the board for hiring a Chief who is also a Paramedic; it's been a blessing having Bob respond directly to scenes first and giving responders a heads up and also being able to administer medications to patients.

IV. FINANCIAL REPORT AND APPROVAL OF WARRANTS:

Scott Kennedy made a motion to approve the January 2017 financial report in the amount of \$27,639.36. Connie Clark seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

V. REPORTS:

- 1. Call Volume** – Bob reported in January 2017 there were 18 calls compared to 13 in January 2016.
- 2. Recruitment** – The department lost a new firefighter due to relocating; has another coming on board and a veteran will be taking a leave of absence.
- 3. Grants** – Ready to file the Town Pump Grant for new turnouts.
- 4. SCBA Update** – Nothing new to report; still pursuing grants.
- 5. Chief's Updates** – In the future, this topic will no longer be included in the reports.

VI. OLD BUSINESS:

1. Mill Levy Rate Increase – Scott stated it's still in the thought process; looking for everyone's direction to what is really needed and what the Chief needs. Bob stated he has submitted what he thinks is needed and will continue to perform public outreach until a plan is made. This item will continue to be tabled.

VII. NEW BUSINESS:

1. Station #2 Lease Agreement – Scott stated he sent Andrew Czorny an email stating if we could get a small increase to offset some of the costs the district is incurring such as the new carpet installation and a new roof next year. There has never been a rate increase in the last nine years. Andrew has not yet responded.

2. Chief – Fire Academy Plan – Chief Bob will be attending the Fire Academy in Emmitsburg, Maryland all next week; he will be leaving on Saturday and returning March 5.

3. Equipment Acquisition – Scott stated he would like to see a budget item made where Bob would be able to acquire needed equipment without going over his budgeted allowance. Any money made with acquired equipment will replenish this account. Every effort will be made to give the board the information; this fund will not circumvent having a meeting. Bob reviewed the FFP “wish list” and will not to use these funds unless items on the list become available. Scott stated if Bob is able to acquire these needed items for free and just pay the transportation costs, the less a mill levy will be needed. After discussion, Scott Kennedy made a motion to add a separate budget line item of \$10,000 per fiscal year for equipment acquisition to cover transportation costs. Will transfer \$10,000 to this line item from the Vehicle Procurement Fund so the budget will balance. A policy can be written at a later date with any restrictions if needed. Gary Lewis and Connie Clark were uncomfortable with a \$10,000 discretionary fund. As there was no second the motion failed. Scott amended the motion to transfer \$5,000 instead of \$10,000. Gary Lewis seconded the amended motion. Voting by voice, motion carried with none opposed or abstained.

Scott stated he and Bonnie met with Bob to discuss guidelines, policies and by-laws; that it was an informal warning for all of them. Bonnie reminded everyone that they need to go through the policies and by-laws so everyone is familiar and to remind everyone what their responsibilities are.

Scott stated almost half of the new carpet install at Station #2 is complete which includes the law enforcement offices and foyer. One issue in regard to the other half of the building is the floor is different. Underneath the old carpet is hardwood floors so when the old carpet is being pulled up, it's leaving the membrane on the floor so a commercial installer will be coming up to float the floor which is going to be an unknown additional expense; Scott is hoping that it will be less than \$1,000. Lynn questioned whether the quoted price would have to be upheld. Scott stated no, it was just an estimate; the contractor only allowed so much prep time and now it's a different scenario but he will know more tomorrow. Scott will keep working on the County to see what can be done with the lease.

Bob asked if there would ever be a possibility of sub-dividing that property so the fire department doesn't have to continue being landlords. Bob would like to keep Station 2 but sell the administration building to the County as it is taking a lot of the department's time in dealing with problems and spending a lot of money in maintenance. Bob would like to see someone else manage the County building and asked to have that put on next month's agenda under New Business. Scott stated it has created great equity and in eight or nine more years it will be paid off where the district will have a \$500,000 asset which then there's the potential of selling it and doing something different. Connie suggested having Bob document how many calls and how much time has been spent. Scott stated he wouldn't mind having the calls directed to him and will accept the responsibility and believes that the property is a benefit to the community in having it and was unaware that Bob was getting so many calls. Bob stated we will hand over all the keys to Scott and direct all calls to him; Scott agreed. Gary agreed to put this topic on next month's agenda as he doesn't want any snap decisions made at this time.

Connie asked if the ATV had arrived. Bob stated it has been delivered; it will be stored here at Station #1 and it is currently over at Kurt's Polaris being checked over.

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 6:45 p.m. The next regularly

scheduled monthly meeting will be held on Tuesday, March 21, 2017.

Approved:

Chair of the Board

Clerk of the Board