

SEELEY LAKE RURAL FIRE DISTRICT
REGULAR BOARD MEETING 6:00PM FIRE HALL
MEETING DATE: April 20, 2021
MINUTES FOR: March 16, 2021

MINUTES OF THE BOARD MEETING

PRESENT

Scott Kennedy, Chair
Gary Lewis, Vice Chair
Rita Rossi, Secretary
Connie Clark
Jon Kimble
Dave Lane, Fire Chief
Lynn Richards, District Administrator

ABSENT

I. PLEDGE OF ALEGIANCE:

Chief Lane led everyone in the Pledge of Allegiance.

II. REGULAR MEETING CALL TO ORDER/ROLL CALL:

Chairman, Scott Kennedy called the meeting to order at 6:00 p.m. Three trustees were present along with the Fire Chief and District Administrator. Connie Clark and Rita Rossi arrived at 6:07 p.m. Scott thanked all the volunteers, members and staff for their continued service.

In attendance were; Michelle Saalfeld; Cristine Matheny; Lavonne Dunster; Jeff & Alyssa McLean and John Baker. Also present was Andi Bourne with the *Pathfinder*. Nathan Bailey arrived at 6:07

III. MINUTES:

Gary Lewis made a motion to approve the February 16, 2021 board minutes. Jon Kimble seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

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

Correspondence included thank you notes from Chief Newman, Missoula Rural Fire District and Quentin Roesner. (See attached)

V. FINANCIAL REPORT AND APPROVAL OF WARRANTS:

Gary Lewis made a motion to approve the February 2021 financial report in the amount of \$42,226.96. Jon Kimble seconded the motion. Voting by voice, motion carried with none opposing or abstaining.

VI. REPORTS:

1. Call Volume – Chief Lane reported there were 21 calls in February 2021 compared to 20 in 2020. Total calls for 2021 are 47 compared to 43 in 2020.

2. Recruitment – Chief Lane reported there are two potential new recruits; one is an older gentleman who is interested in being a tender operator and the other is moving to Seeley and building a new home and stated he's very interested in becoming a member and maybe his mother as well.

3. Grants – Chief Lane reported we're still waiting for reimbursement from the CAREs Act; there may be a potential second round for this grant and is unsure whether the department will be eligible. Also, still waiting for a response from Town Pump on our application.

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4. **Updates /Actions** – Chief Lane reported there’s three volunteers enrolled in an EMT course and four enrolled in the Basic Wildland Firefighter course in Lincoln starting this Friday. With the future possibility of hiring more staff, Chief Lane has had conversations with other departments in their successful hiring process and will bring more to the board as the department gets closer to hiring.

Scott Kennedy stated he’s had several people stop by his office to thank all who helped with the local Covid Vaccine Drive-through Clinics. Chief Lane stated Missoula Rural has spear headed the logistics section along with Partnership in getting the vaccines out to our community and quite a few of our volunteers have helped. Two hundred people were vaccinated in the first clinic and over 400 with the second clinic. The next clinic for the second vaccine will be on April 10. Gary Lewis questioned if all the department’s responders have received the vaccine. Chief Lane stated all the responders have been offered the vaccine but not everyone wanted it but the majority have received it.

5. **Membership Report** – No report given.

VII. OLD BUSINESS:

1. District Operations Manual/SOPs Approval – FLSA Compliance – Chief Lane stated in preparing to hire more staff, he’s trying to plan ahead and since Firefighter/EMT’s schedules are different than normal employees’ 40 hour week, under the Fair Labor Standard Act, FLSA, it allows employers to lengthen the time worked before overtime is paid. Firefighters typically work a 56 hour work week, the schedules vary, so how we get to the 56 hours is up to us but that’s 16 hours more than a 40 hour week, so to reduce overtime and follow the laws that are allowed to us, we can create a 56 hour work week or 120 hours per pay period. This is only for non-exempt employees or who are not under a contract. Chief Lane wants to hire dual rated employees, Firefighter/Paramedics or Firefighter/EMTs so under FLSA rules, they would qualify. Every fire district in the country follows this Act unless they choose not to and want to pay overtime as not everyone works the 56 hour work week but that would cost the department a lot. This SOP does not change the pay management for Lynn or Nathan, this is for the non-exempt employees who fall under the FLSA guidelines. Gary Lewis made a motion to accept the FLSA Compliance SOP. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

Wage Increases – Gary Lewis questioned why a SOP is needed to set wage increases. Chief Lane stated this SOP is for merit based wage increases after an employee’s annual evaluation to justify whatever increase. If the board sees that a person got a 5% raise, it’s the chief’s or supervisor of that employee’s job to make sure their evaluation reflects why they received a 5% raise. The wage scale is set in 2.5% increments which is typical for long term. People can get hired at a certain rate and know what their pay is going to be two years down the road if they earn the merit increases and it could be zero as well, as in the past, people didn’t receive a raise so their evaluation would reflect why the raise didn’t happen. Again, looking ahead to grow, to go through the 45 minutes to an hour talking about raises in a board meeting, when really it’s the chief’s job to manage the people, so asking the board’s permission to manage their wages under the budget which is why the scale was put together in black & white; the only question is in the evaluation is how much of a raise to they get, a 2.5% or 5%. If they worked real phenomenal and I want to go outside those guidelines, then I have to come to the board. The board will no longer be the deciding factor for the employees under the chief and/or supervisors such as a captain but the chief will still approve; the board will continue to decide the chief’s raise. After further discussion of the steps, grades and starting wages, Connie Clark made a motion to accept the Wage Increase SOP. Jon Kimble seconded the motion. Voting by voice, motion carried with none opposed or abstaining.

VIII. NEW BUSINESS:

1. There was no new business.

IX. NEXT MONTH AGENDA ITEMS:

Reports; District Operations Manual/SOPs

X. ADJOURNMENT/NEXT MEETING:

Upon motion duly seconded, the meeting adjourned at approximately 6:26 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, April 20, 2021.



Approved:


Chair of the Board


Clerk of the Board


4/20/21



Missoula Rural Fire District

Seeley Lake RFD + Ambulance,

*A Sincere thank you for
helping us celebrate the life
of our brother, Dan Merritt.*

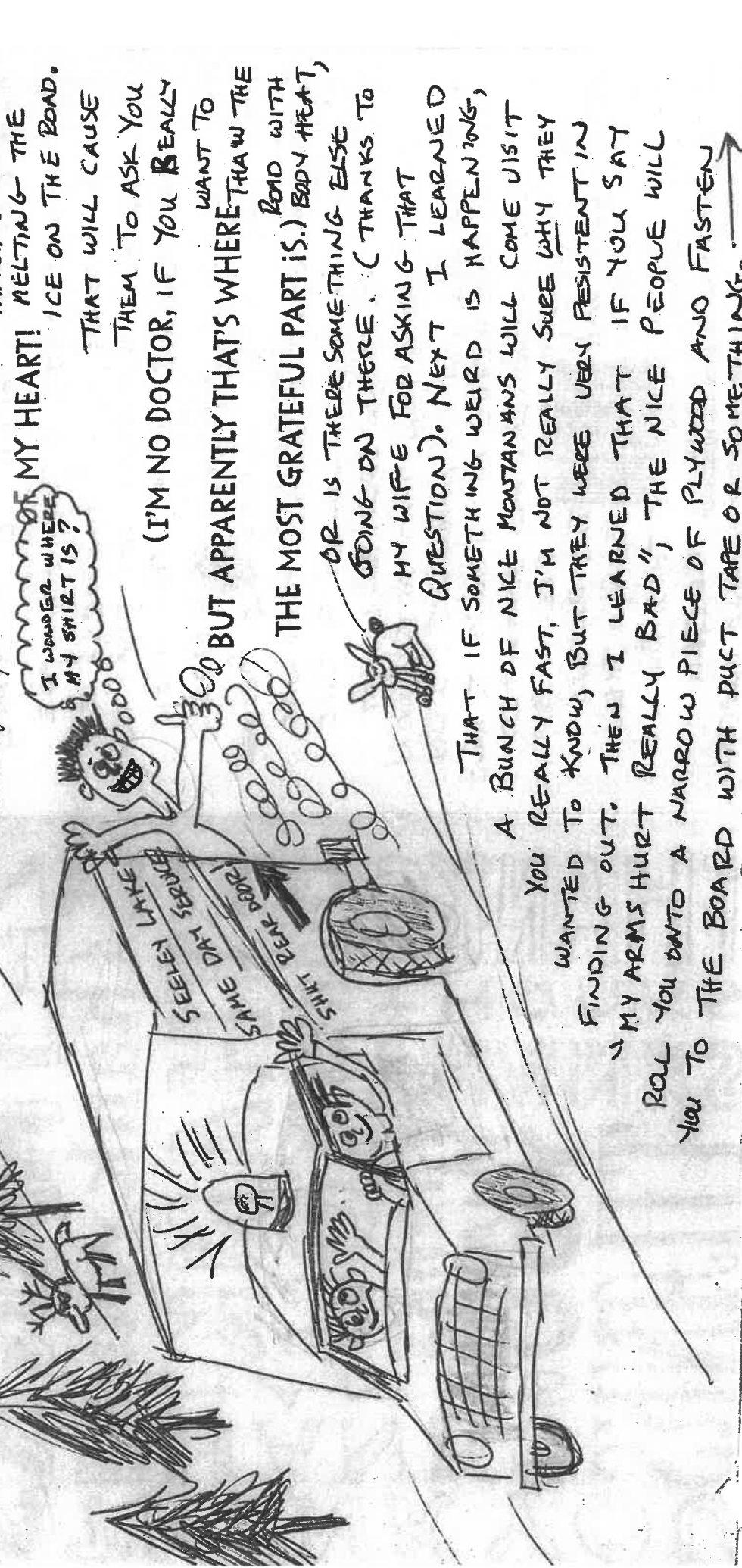
Best Regards,

Chief Newman

[Signature]
4/20/21

HEAR DEEBEY LAKE CRYM - ESPECIALLY SEAN TI KENNEDY, MIKE RICHARDS, LYNN RICHARDS, AND A COUPLE MORE I CAN'T QUITE REMEMBER FOR SOME REASON, I RECENTLY TRAVELLED TO DEEBEY LAKE, MONTANA TO VISIT MY SON AND HIS WIFE. I'D LIVED IN MONTANA FOR A FEW YEARS AND I THOUGHT I KNEW JUST ABOUT EVERYTHING ABOUT MONTANA, BUT ON THIS VISIT, I LEARNED A FEW THINGS, FIRST OFF, I LEARNED

THAT IF YOU FALL DOWN IN THE ROAD, IN THE MIDDLE OF NOWHERE, EVENTUALLY SOME SERIOUSLY, THANK YOU NICE PERSON WILL NOTICE FROM THE BOTTOM THAT YOU ARE THAWING AND MELTING THE ICE ON THE ROAD. THAT WILL CAUSE THEM TO ASK YOU (I'M NO DOCTOR, IF YOU REALLY WANT TO BUT APPARENTLY THAT'S WHERE THE MOST GRATEFUL PART IS.) ROAD WITH BODY HEAT, OR IS THERE SOMETHING ELSE GONG ON THERE. (THANKS TO MY WIFE FOR ASKING THAT QUESTION). NEXT I LEARNED THAT IF SOMETHING WEIRD IS HAPPENING, A BUNCH OF NICE MONTANANS WILL COME VISIT YOU REALLY FAST, I'M NOT REALLY SURE WHY THEY WANTED TO KNOW, BUT THEY WERE VERY RESISTENT IN FINDING OUT. THEN I LEARNED THAT IF YOU SAY "MY ARMS HURT REALLY BAD", THE NICE PEOPLE WILL ROLL YOU INTO A NARROW PIECE OF PLYWOOD AND FASTEN YOU TO THE BOARD WITH PUCT TAPE OR SOMETHING.



SELEN LAKE
SAME DAY SERVICE
SHIRT EAR DOOR

