

**SEELEY LAKE RURAL FIRE DISTRICT**  
**REGULAR BOARD MEETING 6:00PM FIRE HALL**  
**MEETING DATE:** October 19, 2021  
**MINUTES FOR:** September 21, 2021

**MINUTES OF THE BOARD MEETING**

**PRESENT**

Scott Kennedy, Chair  
Gary Lewis, Vice Chair  
Rita Rossi, Secretary  
Connie Clark

**ABSENT**

Jon Kimble

Dave Lane, Fire Chief  
Dee Johnson, District Administrator

**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. Four trustees were present along with the Fire Chief and District Administrator.

In attendance were John Baker, Shirley Goudzwaard; John Homen; Kristy Pohlman and Darlene. Also present was Andi Bourne with the *Pathfinder*.

**III. MINUTES:**

There are no minutes for August 17, 2021 Board Meeting as the meeting was cancelled due lack or quorum.

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

Chief Dave Lane read a thank you card from Andi and Nathen Bourne.

No issue she did appreciate what they did, there's been 2 other times however that we have received correspondent address specifically to the board February 4th 2001 for Sole Stone Attorney it was addressed to Scott and the board and then July 2nd 2021 it was sent to the district administrator and if you read the read receipt on that it was sent to Scott Kennedy, I'm curious or at least raising awareness that things addressed to the board for board correspondence are not showing up in your board packet, instead we are hearing the thank you letters which we should here and that's great but things that are brought to the board are not brought to the board during the correspondence

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

Connie Clark made a motion to approve the July 2021 financial report in the amount of \$37,571.57. Rita Rossi seconded the motion. Voting by voice, motion carried with none opposing or abstaining

Chairman, Scott Kennedy explained we are waiting to approve August financial reports until next board meeting due to change over and personnel in the office.

**VI. REPORTS:**

**1. Call Volume** – Chief Lane reported there were 53 calls in July 2021 compared to 42 in 2020. Total calls for 2021 are 222 compared to 162 in 2020.

Chief Lane reported there were 45 calls in August 2021 compared to 39 in 2020. Total calls for 2021 are 267 compared to 201 in 2020.

**2. Recruitment** – Chief Lane reported we have 4 members. We're trying to go through the on boarding processing 2 of them have completed their task books. The other two aren't done or haven't started yet but still are working with those people. We have 1 cadet that started their task book, we have 3 other applicants, I haven't heard back from two of them the third one is just moving into the area now.

**3. Grants** – Chief Lane reported we just receive indication that we received an award for the MCFBA Grant. That's a fairly significant grant made to all of the departments in the Missoula County. Our share is \$3,000.00, we also completed the FEMA 2018 Grant we used to buy our exhaust system there were no problems in that audit with the Town Pump Grant we purchased the Lucas device.

**4. Updates /Actions** – Chief Lane put this on the agenda just to keep everyone informed that we have roughly 24 sets of SCBA's. It's a very important cost to maintain firefighter safety support fires. SCBA's passed and all the masks passed, a couple of them received minor repairs, this was in our budget so we went with those repairs so all of our SCBA'S are current and up to date.

We are posting a couple of positions, we have not had any response on the Fire Fighter Paramedic position, we have not at this date had a response for the Fire Fighter EMT position, that will still be posted for a little bit at the end of that posting we will do more expansive advertising and see Nationwide if anyone is interested. We have gone state wide but still have not gotten anyone. There's an EMT class that's ready to start so we are going to see if we can talk to the person who is running that to see if maybe we can get some recruit out of that class. There's one possibility, we have had one person call about finding out how to further their career in the fire service that may be an opportunity to pick someone out of a current class potentially. We are reaching out to as many as we can.

Our Administrative Assistant has resigned she is staying on to help out with some minor project work. That will end shortly as we have hired a new administrative assistant that will start September 30<sup>th</sup>. We are excited and looking forward to getting her on board and getting things back together.

We have an open house scheduled for this Saturday from 12-3 p.m. We expect to show that we have been very successful the past 3 years with our Grants and we have other Grant money that was spent on other pieces of equipment so we can get everyone together and show the community what we have for them. I think it would be a good time to share we will have hamburgers and hot dogs, be out to answer questions and show them our equipment the Lucas Device, we have the exhaust systems, new turn outs. State of the art people think there just black turn outs well they are but when you pick up a pair you will be surprise with how light and flexible and safe they are, it's a very expensive type of equipment that we should be proud of.

**5. Membership Report** – Nothing new was reported on.

#### **VII. OLD BUSINESS:**

**1. District Operations Manual/SOPs Approval** – The highlighted area is for something I omitted, I put in for sick leave, but I didn't really think about vacation leave at the time it was written. We now have a couple employees other than myself so that I need to find time for coverage. I don't want to come in on Monday and find out that I'm on vacation. That's not a good thing so I want to put in the policy that you have to have at least 10 business days to request at least in this case two weeks so that doesn't happen. Again Rita Rossi motioned to approve the change and Connie Clark seconded that motion. Motioned carried with none opposing or abstaining.

#### **VIII. NEW BUSINESS:**

#### **IX. NEXT MONTH AGENDA ITEMS:**

August Financial Report

#### **X. ADJOURNMENT/NEXT MEETING:**

Upon motion Clark seconded, the meeting adjourned at approximately 6:17 p.m. The next regularly scheduled monthly meeting will be held on Tuesday, October 19, 2021.

Approved:

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Chair of the Board

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Clerk of the Board