

~APPROVED~
POLSON RURAL FIRE DISTRICT
BOARD MEETING MINUTES

Polson Station No. 1

March 13, 2024

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board Trustees present: Fred Nelson, John Doty & Ron Roberts

Board Trustees present via media source: Dick Wunderlich & R. Jack Clapp

Board Trustee absent:

Staff present: Fire Chief Will Woodger, Administrative Manager Kelley Druyvestein.

Volunteer Fire Members: 2

Guests/Visitors:

Ex-officio Member: Lake County Chief Civil Deputy Attorney James Raymond

Call to Order – Chair Trustee Nelson called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited.

Minutes – February 21, 2024 monthly meeting minutes. Chair Trustee Nelson asked for a motion to approve the February 21 meeting minutes. **Trustee Roberts made a motion to approve the February 21, 2024 monthly meeting minutes. Trustee Wunderlich seconded the motion.**

Board comment: None. Public comment: NA. All in favor, no opposed.

Motion passed unanimously by voice vote.

Communications/Correspondence – Administrator Kelley

Kelley stated that three of the new volunteers have had background checks have been run. Information has been passed on to Chief Woodger and copied to their files.

Meeting information, including the agenda and approved minutes, has been uploaded to the new website. Upcoming election notice was also posted to the website. This is the first public notice.

Redirected the old website to now be directed to pull up the new site.

Communicated with Carli at the insurance company. The annual renew date is coming up next month, so the policy premiums will be review at that time.

Kelley state that the S.A.M. card that had come in the mail was for a company that writes your registration to apply for Federal grants. The cost is over \$600, so it might not be something that we want to pursue. Chief Woodger said he would check into the previous registration information.

Chair Trustee Nelson asked for a motion to accept the correspondence.

Trustee Doty made a motion to accept the correspondence report. Trustee Clapp seconded.

Trustee Nelson asked if there were any further comments or questions. Hearing none, he addressed the motion on the floor to accept the correspondence. Board comment: None. Public comment: NA.

All in favor, no opposed. **Motion passed unanimously by voice vote.**

Claims:

Chair Nelson asked for a review of the claims as presented. Trustee's Roberts and Doty reviewed claims.

February claims check numbers: 8624 – 8644 Claims total for February \$7,817.10

Chief Woodger stated that the only claim he wanted noted was the cost of the physicals for the volunteers. The form that the hospital was using may have been for more tests than the District required, so he has a different form that he will send with the volunteers each time.

Trustee Doty asked about the cost of each. Chair Nelson stated that there used to be a contract for cost. The requirements for the District is based on age for further tests being run. Chief Woodger will look into this further. Chair Nelson asked if there were any other questions. Trustee Wunderlich stated that he had reviewed the claims, and all looked good. Chair Trustee Nelson asked for a motion to pay the claims. **Trustee Wunderlich made a motion to pay the claims. Trustee Roberts seconded.**

Trustee Nelson asked if there were any further comments or questions. Hearing none, he addressed the motion on the floor to approve the January claims as presented. Board comment: None. Public comment: NA. All in favor, no opposed. **Motion passed unanimously by voice vote.**

TREASURY REPORT FOR MONTH ENDING - February 29, 2024

CASH ON HAND as of FEB 29, 2024	
FUND # 7243 Voted Levy Operating Fund	\$ 20,784.97
FUND # 7245 Operating Fund	\$ <u>263,225.14</u>
TOTAL Fund #7243, #7245 Operating Cash	\$ 284,010.11
 FUND # 7244 Voted Levy (5 mills with sunset)	 \$ 43,342.44
FUND # 7246 Capital Improvement Fund	\$ 63,801.56

****Report was received from Lake County for February on March 15, 2024.**
All numbers have been verified.

- 7243: Deposits from taxes received (285.52) plus interest (\$325.52) less taxes cancelled (\$65.42) & transfer to 7246 (\$107,500.00)
- 7244: Deposits from taxes received (\$373.69) plus interest (\$485.64) less taxes cancelled (\$85.63), transfer to 7246 (\$59,000.00) & transfer to 7245 (\$89,000.00)
- 7245: Deposits from taxes (\$328.71) plus interest (\$172.35), Resolution transfer from 7244 (\$89,000.00), Resolution Transfer from 7246 (\$135,500.00), A-101 deposits PERS VFCA Ins. (\$450.00) less cleared claims (\$24,855.52), tax refunded (\$75.01), payroll (\$3,726.70 + fees \$12.00), payroll taxes (\$1,187.00).
- 7246: Deposits from interest received (\$83.37) Plus Transfer in from 7243 (\$107,500.00), Transfer in from 7244 (\$59,000.00) less Transfer to 7245 (\$135,500.00)

Kelley explained the breakdown detail of the balances with the transfers between the fund accounts.

Chair Nelson asked if there were any other questions. Trustee Wunderlich stated that he had reviewed the numbers. Trustee Roberts asked about the balance in the 7245 account. He wanted to know about having some of the other account balances being lower. Trustee Wunderlich stated that in the next few months there is going to be expenditures that we budgeted for and will need to be paid. The reserve will also need to be retained. He stated that there are some projects that Chief Woodger would like to see completed and they should be achievable. The Board thanked Trustee Wunderlich for his work. There was discussion regarding the timeliness of getting the reports from the County and changing the meeting dates. It was decided that there is no benefit to changing the meeting dates at this time.

Chair Nelson asked for a motion to accept the February Treasurer's report. **Trustee Wunderlich made a motion to accept the report. Trustee Doty seconded.** Trustee Nelson asked if there were any further comments or discussion. Hearing none, he addressed the motion on the floor to accept the February Treasurer's report. Board comment: None. Public comment: NA. All in favor, no opposed. **Motion passed unanimously by voice vote.**

CHIEF'S REPORT –

Polson Rural Fire Responded to 20 Calls for service in the month of February with

0 Mutual Aid Call Given and 0 Mutual Aid Call Received.

- Hwy 93/Meadow Road- Public Safety Concrete on Roadway
- Hellroaring Road-Medical Assist
- Dupuis Road- MVA w/injuries
- Skyline Dr/Skyview Ln-MVA w/injuries
- Hwy 93/ MM 57.5-MVA w/injuries
- S Rim Drive- Smoke in Structure-Electrical Failure
- Ford Road- MVA no/injuries
- Hwy 93/ MM 68.5- MVA no /injuries
- Eli Gap Road- Tractor Fire-Extinguished
- Hwy 93/North Reservoir- 5 vehicle MVA w/injuries
- Turtle Lake Loop- Fire Alarm- False Alarm
- Mission Valley Christian Academy- Alarm Test
- Hwy 93/ MM 72- MVA-UTL
- Masumola Lane- Powerlines down
- Caffrey Road- Fire Alarm- False Alarm
- Hwy 35/Fulkerson Road- Tree in Roadway
- Hwy 93/ MM 65- Deer strike
- Hwy 93/Partridge Trail- Deer strike
- Hwy 93/ MM 67.5- Deer strike
- Hwy 35/Dixon Lane- Powerlines down

Administrative:

Worked with Mission Valley Christian Academy to test their new Building Fire Suppression System.

Work is in progress for a Fire Pre Plan for their buildings.

Inventoried upstairs wildland gear/structure. Would like to surplus a few older coats/pants to departments in need.

New Water Tender possibilities

Flathead Communications is working on adding solar panels and batteries at the North Repeater Site.

Weather permitting.

Had a local electrician install a new night light for Station 4

Physicals for Firefighters

Lake County Mutual Aid Agreement

New Firefighters- Thomas Curtis

Rural Capacity Grant

Repair and Maintenance:

New Tahoe has arrived, radios installed, one was found to test out bad and we have sent back to BK.

The radio Mic was also found to have failed, and it was sent back to Stine.

Truck #346 updates on boxes. Received quote from Custom Fabrications and gave him the go ahead to get them going.

Once the weather permits, we will start going through each truck for preparation for wildland season.

Training Schedule as Follows:

March 5th Truck Checks 1800Hrs 1900Hrs Membership Meeting

March 12th Radio Communication Practical 1800Hrs Station #1

March 26th Hazmat Refresher 1800Hrs Station #1

Chief Woodger stated that the MVCA are building 2 new buildings. A gym and another classroom. Both of the buildings have sprinkler suppression systems. We tested the systems for them and set them up with Knox boxes. Once the buildings are completed, the Membership will do some training out there. Chief Woodger stated he will be working on a pre-plan for Commercial buildings, including the schools.

There is now an inventory list of all the old gear. Chief Woodger stated that he has 13 coats & 12 pants that he would like to give to another department that is in need. Chair Nelson asked about the liability of giving this equipment to another department. Attorney James Raymond suggested to give a bill of sale with a statement of "as is" and no liability. He can help write this document. Chief Woodger asked for the Board's approval to move forward with giving this gear to another department and he proposes that Chief Cliff Fire receives it.

Chair Nelson asked for a motion to give the older surplus gear to Chief Cliff Fire Department.

Trustee Roberts made a motion to give the older surplus gear to Chief Cliff Fire Department.

Trustee Doty seconded. Chair Nelson asked if there were any further questions or comments.

Trustee Doty asked for a record of how many items were going to be given. Chief Woodger stated that there will be 13 coats and 12 pants, all dating back to between 2001-2005. Chair Nelson asked if there were any other questions or comments. Hearing none, he addressed the motion on the floor to give the older surplus gear Chief Cliff Fire Department. Board comment: None. Public comment: NA.

All in favor, no opposed. **Motion passed unanimously by voice vote.**

Chief Woodger gave an update on the continued repeater issues and radios. The refurbished radios are not functioning properly, and the warranty is out. A new BK radio was purchased. They are wildland fire capable, so the need is there as the other one was sent out for repair. Once it comes back, there will be two functioning. Chief went to the Jette repeater site with Jeremy, from Flathead Communications and inspected the building. The building is an interoperated location with other bureaus. It is now accessible due to a change in the maintenance of the building. There are some questions regarding who is responsible for some of the utility expenses now. Jeremy has some suggestions for adjusting where the current repeater is located on the tower, for a better transmittal. Chief will have a further report as to if there will still be the need for a south repeater. If the Jette repeater is relocated, a report can be created that will show where the zones are that still do not have coverage.

Station #4 now has a constant night light for the outside. The doors are still being looked at for the remotes. The business that installed them will come and do the repairs. The circuit board on the door has gone bad.

Chief Woodger will work on a contract for the pricing of the physicals for the volunteers.

There is a new fire fighter volunteer and per the Membership policies, Chief Woodger would like the Board to make the final approval of the new fire fighter members. Information was shared regarding the new member. The Membership has already reviewed and approved the volunteer.

Chair Nelson asked for a motion to accept the new fire fighter. **Trustee Doty made a motion to accept the new volunteer fire fighter member Thomas Curtis. Trustee Roberts seconded.** Trustee Nelson asked if there were any further comments or discussion. Hearing none, he addressed the motion on the floor to accept the new fire fighter member. Board comment: None. Public comment: NA.

All in favor, no opposed. **Motion passed unanimously by voice vote.**

The Rural Capacity Grant is still not open for application. Chief Woodger will continue to check on it and apply when it is available.

The new command vehicle has arrived. There are a couple of issues with a radio and a mic. These are being worked on with Stine.

Trk#346 (the newest brush truck) is in service and located at Station #4. It does still need the custom cages made. We have received a quote and will move forward on getting those built and installed.

Preparations of the vehicles for Wildland fire season are being scheduled and done.

Trustee Doty asked if the process for reporting and caring for the tires during the fire season has been addressed with the fire fighters. Chief Woodger stated that this has been discussed. On contract fires, all damages will be documented and reported to the appropriate DNRC personnel. Chief Woodger gave a breakdown of when damages are covered based on time or if initial attack.

Chair Nelson asked if all of the Members are red carded. The Chief can give a red card to any personnel that he feels is physically fit. The contract reflects this. Vehicles are ready to go. There is a Wildland refresher that will be done and the Members need to deploy their fire shelters. This has been scheduled. Chief Woodger went through the new DNRC contract and will review before signing the paperwork.

Chief Woodger gave a full description of the mutual aid provided to the Chief Cliff Fire Department on a fire out in the previously burned area around the Elmo area.

Chair Nelson asked if there were any further questions. Trustee Wunderlich asked about the total radio costs to have all the radios working properly. Chief Woodger will work on this and report back.

Chair Nelson asked for a motion to accept the Chiefs report. **Trustee Doty made a motion to accept the report. Trustee Roberts seconded.** Chair Nelson asked if there were any further questions or comments. Hearing none, he addressed the motion on the floor to accept the Chief's report.

Board comment: None. Public comment: NA. All in favor, no opposed.

Motion passed unanimously by voice vote.

MEMBERSHIP REPORT - Two Member present.

Matt Dougherty stated that the new balance received from the Appeal letter is \$38,378.00 in donations.

Matt stated that the Membership met and discussed a future contribution to the purchase of another truck (2002 International) for the District.

Chair Nelson asked if there were any further questions. No further questions.

OLD BUSINESS:

Update on Rocky Point / Kings Point Station #5 project:

Chair Nelson notified the Tribal representatives regarding the property and had not heard back yet. He will continue to follow up on this property and the process to keep things moving forward.

Namchak Ranch Annexation:

Chair Nelson met with the Lake County Commissioners. They adopted a resolution to have a public hearing for the annexation to move the Namchak property into the Polson Rural Fire District.

Chair Nelson was the only representative from the public. The Commissioners voted unanimously to hold a public hearing on March 25, 2024 at 10:00am. If the resolution passes, the property would immediately be annexed into the District. Chief Woodger stated that he had met with the lead engineer for the project and they will have 60,000 gallons of water available out there to the District if a fire occurred. Their road projects are scaled to allow for the fire trucks turning radius.

Chief Woodger will give the public hearing date information to the Namchak group and their engineers. Chair Nelson asked if there were any further questions or comments. No further discussion.

Accident Billing:

Chair Nelson stated that he had contacted the billing company. They responded back with if there were any questions, they would be available to answer. Chair Nelson would like to have face to face meeting. He would also like to have Chief Woodger create a pay scale of costs per vehicle call for accidents. Trustee Clapp stated that when billing was done previously, an amount was justified by exact costs. Trustee Doty asked about insurance coverage for our equipment when on scene for these types of calls. We are covered by our insurance policy. Chair Nelson will schedule a meeting with the company.

Chair Nelson asked if there were any further questions under old business. No further questions.

NEW BUSINESS:

Mutual Aid Agreement:

Chief Woodger stated that there were some concerns with the previous wording, but that it had been explained and clarified. Equipment used for mutual aid calls is still the responsibility and liability of the responding Department or Districts personnel. The agreements are ready to be signed. Chief Woodger would like to go ahead to do this and turned it in at the next Fire Chief's Association meeting. Chair Nelson stated that he had read over the agreement and feels it is appropriate to sign at this time. Trustee Wunderlich asked about the negligence of the other personnel injuring our personnel. Where does the liability go then? Attorney James Raymond responded to this question. He stated that there is an insurance liability coverage that would probably be filed, but due to the fact specific nature, there is no way to determine until an issue occurred. There are too many variables. Kelley clarified that the local Fire Departments and our District are all under the same umbrella of the same insurance policy.

Chair Nelson asked for a motion to allow him to sign off on the Mutual Aid Agreement as presented.

Trustee Doty made a motion to allow the Board Chair to sign the mutual aid agreement.

Trustee Roberts seconded. Chair Nelson asked if there were any further questions or comments.

Hearing none, he addressed the motion on the floor to allow the Board Chair to sign the Mutual Aid Agreement. Board comment: None. Public comment: NA. All in favor, no opposed.

Motion passed unanimously by voice vote.

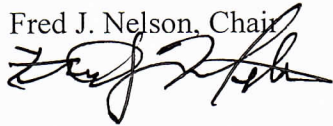
Chair Nelson asked if there was any other new business. No further questions or topics.

Chair Nelson stated that the next meeting is Wed., Apr. 10th in Polson at Station #1 at 6:00pm.

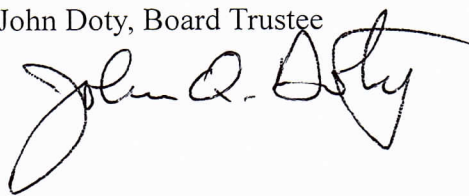
ADJOURNMENT – Chair Nelson asked if there was any further business. No further business to come before the Board. **Chair Trustee Nelson asked for a motion to adjourn. Trustee Doty motioned to adjourn. Trustee Roberts seconded. Motion passed unanimously by voice vote.**

ADJOURN 6:50 p.m.

Fred J. Nelson, Chair



John Doty, Board Trustee



Kelley Druyvestein, Recorder

