

**POLSON RURAL FIRE DISTRICT  
BOARD MEETING MINUTES  
Regular Board Meeting**

**Polson Station No. 1**

**January 15, 2025**

**5:00 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, R. Jack Clapp

**Board Trustees present via media source:** Dick Wunderlich

**Board Trustee absent:**

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

**Guests/Visitors/Membership: (2)** 1- County Commissioner Bill Barron 1- Membership

**Call to Order** – Chair Trustee Nelson called the meeting to order at 5:00 p.m.  
The Pledge of Allegiance was recited.

**Minutes** – December 11, 2024 monthly meeting minutes. Co-Chair Doty asked about what at Station #4 needed civil engineering. Kelley responded that the water, sewer and plumbing still needed to be finished. **Trustee Roberts made a motion to approve the December 11, 2024 monthly meeting minutes.** **Trustee Clapp seconded the motion.** Board comment: None. Public comment: None. All in favor, no opposed. **Motion passed unanimously by voice vote.**

**Communications/Correspondence** – Administrator Kelley

- Reviewed Chair Nelson's email to Len TwoTeeth at CSKT – no response back regarding Station #5.
- Received an email from Darrell at Energy Keepers regarding the contract document process. The completed contract will be reviewed by the Tribal Attorney's. The approved contract will then be signed via e-doc.
- Emailed with Lisa at the CPA office regarding name change at their firm. Reviewed payroll reports, W2's and year end reports. I will pick up yearend reports and disperse W2's as needed.
- Emailed with Kyle at DJ&A regarding any correspondence with CSKT. None received from CSKT.
- Fire Chief: Worked on claims, invoices and information.
  - Napa purchases: every invoice will be received via email when items are purchased
  - Membership invoice for the structure turnout gear purchase
  - Insurance liability coverage verification for the drone
  - Review of the Pintler billing & a resolution was submitted to the County
  - Information verified for the Firehouse Sub Grant
- IntelliCorp Annual Testing
- Pintler Billing received billing for claims, payments and reports.
- Received report from Sherry at the County for the balance of acct #7245.  
A full report for December was received from Rebecca  
Received A101 receipts via email from Pamela  
Delivered checks to Rebecca & Pamela for ACH deposits
- Emailed Kate & Kendra at the County regarding various reports.

Chair Nelson asked if there were any questions. No questions. Chair Nelson asked for a motion to approve the communication & correspondence. **Trustee Doty made a motion to approve the Correspondence. Trustee Roberts seconded.** Chair Nelson asked if there were any further comments or questions. Hearing none, he addressed the motion on the floor to approve the correspondence as presented. Board comment: None. Public comment: None. All in favor. **Motion passed unanimously by voice vote.**

### Claims:

Chair Nelson asked for a review of the claims as presented. Trustees Clapp and Roberts reviewed the claims. December claims check numbers: 8868 – 8889 Claims total: \$26,202.66  
The Board reviewed the claims. A description of the claims presented was given. Kelley gave details on the check sent for turnout gear. Membership have remitted a check back to the District for part of balance. Also details of the check for the annual flow test inspections on packs and masks. Also hydraulic tool cert. Mission Valley Security has come in and fixed the problems that have come up with the new installation. The credit card balance charges were described in detail.

Chair Nelson asked if there were any questions. None heard. Chair Trustee Nelson asked for a motion to pay the claims. **Trustee Wunderlich made a motion to pay the claims. Trustee Doty seconded.** Trustee Nelson asked if there were any further comments or questions. Hearing none, he addressed the motion on the floor to approve the December claims as presented. Board comment: None. Public comment: None. All in favor, no opposed. **Motion passed unanimously by voice vote.**

## **TREASURY REPORT FOR MONTH ENDING - November 30, 2024**

### TREASURY REPORT

#### **CASH ON HAND as of NOVEMBER 30, 2024**

FUND # 7243 Voted Levy Operating Fund . . . . .	\$ 104,085.93
FUND # 7245 Operating Fund . . . . .	\$ <u>182,115.51</u>
TOTAL Fund #7243, #7245 Operating Cash	\$ 286,201.44

FUND # 7244 Voted Levy (5 mills with sunset) . . . . .	\$ 152,694.15
FUND # 7246 Capital Improvement Fund . . . . .	\$ 64,941.11

**\*\*Complete Fund Report was received from Lake County for November on December 10, 2024**  
All numbers have been verified.

7243: Deposits from taxes received (\$35,428.98) plus interest (\$91.37) less taxes cancelled (\$92.65)  
7244: Deposits from taxes received (\$46,374.39) plus interest (\$141.44) less taxes cancelled (\$121.28)  
7245: Deposits from taxes received (\$42,566.69), interest (\$195.98), \*A101 (\$9,298.59),  
less cleared claims (\$12,800.09), payroll (\$3,102.00 + fees \$8.00), payroll taxes (\$1,204.06),  
taxes refunded (\$111.34)  
\*A101: Pintler - \$2,640.24, VFC Grant - \$4,900.00, MM104 - \$1,758.35  
7246: Deposits for interest received (\$86.30)  
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**\*\*Complete Fund Report was received from Lake County for December on January 09, 2025**

7245: December 01, 2024 \$182,115.51 ending month balance December 31, 2024 \$167,535.86

Chair Nelson asked if there were any questions. None heard. Chair Nelson asked for a motion to accept the Treasurer's report. **Trustee Clapp made a motion to accept the Treasurer's report.** **Trustee Roberts seconded.** Chair Nelson asked if there were any further comments or discussion. Hearing none, he addressed the motion on the floor to accept the Treasurer's report. Board comment: None. Public comment: None. All in favor, no opposed. **Motion passed unanimously by voice vote.**  
**CHIEF'S REPORT** – December 2024 Chief's Report

Polson Rural Fire Responded to 13 Calls for service in the month of December with **1 Mutual Aid Call Given** and **0 Mutual Aid Call Received**, and **1 Incident(s) Billed.**

- Chickadee Lane- Oven Fire- Extinguished
- Baypoint Road- Smoke Alarm- False
- Hwy 93/ MM71- 2 Veh. Incident-No Injuries/Cleanup/Traffic-**Billed**
- Hwy 35/Fulkerson- Vehicle Fire- No Action/Cancelled
- Hwy 93/Tower Rd- Veh. Vs. Deer- No Action
- Sunnyview Loop- Chimney Issues- Assisted Homeowner
- Melita Island Ln- Down Power Line- Secured Scene
- Hwy 93/Booher- Veh. Vs. Deer- No Action
- Fiorentino Lane- Utility Issue- No Action
- Dupuis Rd/Turtle Lake Loop- 2 Veh. Incident w/injuries- Assist EMS
- Hwy 93/Hillcrest- Veh. Vs. Deer- No Action
- **Hwy 35/MM23- Chimney Fire- Cancelled**
- Skyline Dr/Glover- 2 Veh, Incident no/injuries- No Action

#### **Administrative:**

Ordered the 2 sets of turnouts that were not ordered  
4 Motorola APX4000 Radios programmed and in cache - chargers were needed, so on order  
Missoula Rural Type 1 is at Stn #4 being stored  
Drone training continues  
6 Members enrolled in Basic Wildland

#### **Repair and Maintenance:**

Trk#301- New rear brakes have been replaced / Tech bulletin had expired due to miles  
All SCBA packs and masks annual service completed  
Trk#315- Recall scheduled at Don Aadsen for Jan 28<sup>th</sup>  
All Jaws equipment's annual service completed

#### **Training Schedule as Follows:**

January 07 <sup>th</sup>	1800hrs- Truck Checks 1900hrs Membership
January 09 <sup>th</sup>	1430hrs- Patrick DeVoe Memorial
January 13 <sup>th</sup>	1900hrs- Lake County Fire Association
January 15 <sup>th</sup>	1700hrs- Rural Board Meeting
January 28 <sup>th</sup>	1800hrs- CPR/First Aid Refresher

#### **Average 14 Firefighters Per Call**

Chair Nelson asked if there were any questions. No questions. Chair Nelson asked for a motion to accept the Chief's reports for December. **Trustee Doty made a motion to approve the December reports. Trustee Roberts seconded.** Board comment: None. Public comment: None. All in favor, no opposed. **Motion passed unanimously by voice vote.**

#### **MEMBERSHIP REPORT - 1 Member present.**

Jack Clapp gave the report. He stated that the banquet went well. The Fundraiser Appeal letter has been sent out. A check was written to the District for the turnouts in the amount of \$9,774.72. The checking balance is \$8,442.00. Fire Member Supporter T-Shirts are available to buy for \$10.00. The LDS food drive on Dec. 11 was successful. One truck sent to the Christmas parade, which was well attended.

Chair Nelson asked if there were any further questions. No further questions. Chair Nelson asked for a motion to accept the Membership report as given. **Trustee Doty made a motion to approve the Membership report. Trustee Roberts seconded.** Board comment: None. Public comment: None. All in favor, no opposed. **Motion passed unanimously by voice vote.**

#### **OLD BUSINESS:**

Station #5 update:

Chair Nelson sent an email on December 16<sup>th</sup> to Len TwoTeeth, Dept of Lands and two other people. There has been no response. Chair Nelson drafted a letter to Shane Hendrickson at the BIA and Kelley will mail it out. Chair Nelson stated that he received two calls from the community questioning the building of the station due to the concern of the California fires. He would like to have a power point presentation available to give public presentations, show homeowners and HOAs. He suggested an RSID may be an option to purchase land or build a station. Chair Nelson asked Commissioner Barron to give an explanation of how an RSID would work and how to implement it.

Commissioner Bill Barron gave a description of some areas and approaches to implementing an RSID. He suggested a petition to get support for the project. He also suggested a public meeting to get responses. Money could be based on a flat rate per property or a mill based on property value. This would be a special district and would need to be identified for just the area affected. The voters would only be those in that special district and paying the RSID. A private property owner can also be asked to lease land to the District. This could be a write off to the landowner as long as they don't charge a lease fee. Chair Nelson asked about the length of time an RSID can run. Commissioner Barron stated that it can be any length of time that is agreed upon. It will be an annual cost for the landowner, so make it affordable. Trustee Wunderlich suggested that an announcement needs to be made publicly, as to what the PRFD is trying to get done with the Tribe and the other options available. The attorney will be asked to look at the advertisement wording before it is published, and the Leader will be contacted.

Chair Nelson asked for any other questions regarding Station #5. Trustee Roberts asked about what type of equipment is going to be able to get to some of the areas out Rocky Point & White Swan. A Type 6 will be the best option with a water tender. Some areas in the "Red Zones" will not be accessible. Those homeowners need to be made aware of their situation.

Chair Nelson asked for any other questions regarding Station #5. None.

Energy Keepers Dam contract:

Kelley stated that she had received an email from Darrell at Energy Keepers. He said that the contract was approved with the addition of a title added to one page of "not applicable to PRFD". The billing structure attachment was approved with an annual review before signing each year. The contract will be used each year with any changes being revised in the attachments. Darrell wrote that the e-sign documents will be sent soon. Trustee Wunderlich stated that a Thank You letter needed to be sent to Brian Lipscomb for his help to get this process completed. Chair Nelson asked if there were any questions regarding the contract. No further questions. Chair Nelson asked for a motion to accept the Energy Keepers Dam contract.

**Trustee Wunderlich made a motion to approve the Energy Keepers Dam contract as written.**

**Trustee Roberts seconded.** Board comment: None. Public comment: None. All in favor, no opposed.

**Motion passed unanimously by voice vote.**

Grant Writing:

Chair Nelson stated that there are several grants coming out. The District needs to find a grant writer. Trustee Wunderlich suggested that the grants that have a 50% match needs to be budgeted for appropriately. Commission Barron will look to see if the County has some people in the area. Chief Woodger stated that we should identify what the District needs are, so when applying for these grants that there is a clear purpose. He stated Trk#318 needs to be replaced and a Type 6 will also be needed. Trustee Clapp stated that he would help with the paperwork process. Mission West was suggested for help.

Insurance Policy:

Kelley stated that the current insurance agent and policy is delivering the best service. The District has added new equipment to our policy. The District will stay with the current insurance company and agents.

Pintler Billing Resolution:

Kelley stated that the resolution was ready to be submitted to the County. Chief Woodger stated that the billing process may be changing, and he will report on that at the next meeting.

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

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

## **NEW BUSINESS:**

MT State Fire Trustee's Association:

Chair Nelson stated that there are some legislative House Bills coming up. HB129 would provide a \$3000.00 income tax benefit to responders (fire members). This would take effect in 2026. The member would have to have been on the District for 1 year and training requirements met. Members on both city and District would need to pick only one to submit for. HB128 would be a protection for volunteers to not be penalized for leaving their job to go on a call. Protection from retribution from employers.

Fire Authority Bill will help the consolidation of Districts and fire service areas an easier process.

Chair Nelson stated he will attend another Zoom meeting to continue the discussion of the legislation. Trustee Roberts asked about sharing this information once received. Chief Woodger stated that the Chief's Association will receive the information. There will be more discussion about the supplemental benefits.

Chair Nelson asked if there was any other new business.

Chief Woodger stated that Lt. Chris McGuiness had brought the drone in and was available for a demonstration after the meeting for any of the Board Members to see its capabilities and how it works. He thanked the Board for the purchase. The drone has already been used for several purposes and situations. The demonstration was very educational.

Pilots for the District are being trained thoroughly and properly.

Trustee Clapp asked about the process for starting and submitting early paperwork for the Mill Levies. Commissioner Barron will look into the timeframe.

Trustee Clapp asked about the election process and timeframe. A resolution will be sent to the County for the election process, to be a written mail in ballot, if there is multiple people running for the 1 position.

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

Chair Nelson asked if there was any comments or questions from the Public. None stated.

**NOTIFICATION:** FEBRUARY regular meeting will be at the new time change of 5:00pm on Feb. 12<sup>th</sup>.

**Future Meeting Dates:** December, January, February and March will be at 5:00pm on second Wednesdays.

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

**ADJOURN 6:08 p.m.**

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Fred Nelson, Chair

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John Doty, Co-Chair

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Kelley Druyvestein, Recorder