

**WEST PRIEST LAKE FIRE DISTRICT**  
**Minutes of Quarterly Board Meeting**  
**January 13, 2025**

**CALL TO ORDER:** The meeting was called to order at 5:02 PM by Roy Peckham

**ATTENDING:** Roy Peckham, Cass Stejer , Brent Guyer, Josh Gilbert, Jeff Stockdale, Mark Mulheim, Ken Hagman.

**AGENDA REVIEW:** Brent moved and Roy seconded to amend agenda adding discussion for snow removal & incentive program. Motion passed.

**APPROVAL OF MINUTES:** Brent moved Cass seconded to approve the minutes from the October 14 meeting. Motion passed. Cass moved and Brent 2<sup>nd</sup> to approve the minutes from the December 4 special meeting with the amendment of adding Frankie & Josh to the attendance of the executive session.

**FINANCIAL REPORTS:**

Checking Account Balance: \$237,207.00

Frankie presented **Budget vs. Actual** report for period ending 012/3124. *See attached.*

**Bill Payments approval:**

Frankie distributed "Checks/Deposits/Visa charges last quarter" report for period ending 12/31/24 Roy moved, Brent seconded to approve bill payments and financial reports. Motion passed. *See attached.*

**CHIEF'S REPORT**

Josh presented the chief's report - 58 incidents total in 2024. There was some discussion regarding breakdown and classifying of incidents.

Josh mentioned completing pump tests annually to get ISO rating up. There was also discussion about delegating monthly maintenance and documentation to station captains.

The floor at the Lamb Creek station needs to be repaired.

Roy motioned to accept the Chief's report as presented. Brent 2<sup>nd</sup>. Motion passed.

**OLD BUSINESS**

Banking update – all paperwork has been signed and submitted to STCU.

## **NEW BUSINESS**

Capital Improvements – Roy met individually with parties and will send summary so commissioners can start making decisions on what to budget for. Discussion regarding a ladder truck at Granite/Reeder station.

Volunteer Recruitment/Incentive – Roy motioned to accept Jeff's proposal of \$50/minor call and \$100/major call and amend as needed. Cass 2<sup>nd</sup>. Motion passed.

Proposed website – Mark is ready to publish. Josh will be the point of contact for changes. Roy motioned to launch website. Cass 2<sup>nd</sup>. Motion passed.

Meeting Frequency – Captain Jeff would like to recommend monthly meetings as organization is in crisis mode. Discussion regarding streamlining meetings. Cass motioned to keep quarterly meeting schedule for general business and schedule additional meetings as needed. Brent 2<sup>nd</sup>. Motion passed. Next meeting is February 3 at 5pm.

Commissioner's Compensation – will address during 2025-26 budget planning.

Assistant Chief Position – Jeff would like to step up and get Fire 1 & 2 certified and get training. Josh will get classes set up.

Chief Compensation – Josh would rather see funds go to SCBA Fund until Asst. Chief hired.

Background Checks – there was discussion regarding SOP's to standardize onboarding procedures.

Roy motioned to keep snow removal as is with 3 Dog Property Maintenance plowing the Kalispell station and Greywulf Construction plowing the Lamb Creek & Nordman stations.

**ROUNDTABLE:** Ken is interested in helping out where needed. He will attend a few more meetings before committing to anything but will try to help with recruitment via networking.

Roy also mentioned that Debbie Anderson & Patty Engle are recruiting for a Backcountry/Rapid Response group.

**NEXT MEETING:** February 3, 2025 at 5pm.

**ADJOURNMENT:** Roy motioned to adjourn the meeting at 7:30pm. Brent 2<sup>nd</sup>.

Respectfully submitted,

Frankie Dunn