

Minutes

Board meeting of Park County Rural Fire District #1

January 9th, 2023

The Board of Trustees of Park County Rural Fire District #1 met on January 9th, 2023, for their regular meeting at 304 East Park Street, Livingston MT.

Trustees Present: Chairperson Lawellin, Secretary Gilbert, Trustee Fee, Trustee Nelson, Trustee Donovan

Also Present: Chief Babcox, Captain Anderson, Vickie Jo Shipley, Addison Depuy, Bryan Eastman, Elijah Nazari, Will Rotter, Robert Emperley, Ashley Sites, Jordan Caoile

Call to Order: Meeting called to order at 6:03 pm

Public Comment: None

Minutes: Minutes were read from the December 2022 Board meeting by Secretary Gilbert. A motion was made to approve the minutes as amended by Trustee Donovan. Second by Trustee Nelson. Motion passed unanimously.

Sign Claims and Warrants, Financial Report: See Attached. Financials were read by Vickie Jo Shipley. Signed and approved December 15th-31st warrants and claims #14478-14493=\$32,323.07. Signed and approved January 1st-9th warrants and claims #14452-14454 and #14494-14502=\$19,814.56. The current bank balance without December 2022 income is \$452,988.67. Mrs. Shipley reported that she had heard back from the financial office that \$64,000 had been deposited into the account in December. A motion was made to approve the November financials and warrants and claims by Trustee Nelson. Second by Secretary Gilbert. Discussion – Trustee Donovan voiced that he did not agree with the claims and warrants being signed by board members before the meeting was called into order. Motion passed. Trustee Donovan opposed.

Chiefs Report: See Attached.

Association Update: Ashley Sites gave the board an association update. Santa on the Fire Truck was a success. The association saw roughly 600 kids with three Santa's going at a time which helped to make the event run a lot smoother than previous years. A lot of legacy gifts were given out, with the hope of continuing to buy better presents next year.

Old Business: Bylaws Review: The Board was presented with the minutes from the February 2017 board meeting that has the last known corrected set of Bylaws for review. Trustee Nelson asked if the wording used Section 4a should be ceased or failure to discharge duty. It was agreed to continue to use the word "cease" as it was already written in the bylaws. Trustee Nelson pointed out to the board that in Article Six, that the claims and warrants can be signed before the meeting, and Trustee Nelson believes it does not go against the bylaws. Secretary Gilbert voiced that the intent is to review the warrants and claims before members of the board arrive at the meeting, to then have a discussion during the meeting. Trustee Nelson stated that it is your responsibility to look and make notes for the meeting regarding the warrants and claims. Trustee Donovan stated that he believed the board should be operating under the bylaws from 1999, ~~mentioning they were signed~~ and stated that to approve a new version of bylaws, three consecutive meetings need to be held discussing the bylaws. Chief Babcox stated that there has been at least three board meetings that have had the bylaws on the agenda. Trustee Donovan stated that he would like to speak to the County attorney regarding the bylaws. Chairperson Lawellin stated that the 2017 copy of the bylaws is the most known current version. Trustee Nelson stated that the board needs to move forward with the bylaws. Trustee Donovan mentioned that he would like to take the bylaws to the County attorney for review before moving forward signing them. Secretary Gilbert asked what the legal process is for adopting bylaws, did the current signed bylaws not get submitted and forgotten? Chairperson Lawellin stated that the board is able to adopt suitable bylaws and can act on that decision as the item is on the agenda. Trustee Donovan stated that his 1999 copy of the bylaws was not signed either, similar to how the 2017 version of the bylaws is not signed. Captain Anderson stated that Jordan will go to the Park County Clerk and Recorder and review the records for 2017 to look for the possible signed copy of bylaws. Trustee Nelson stated that she would like a copy of the bylaws that Trustee Donovan is going off to review and requested that the board hold a special meeting to work only on the bylaws to make a new set everyone can agree on to sign. A motion was made to have a special work meeting to work on the bylaws mid-month in the evening by Trustee Nelson. Second by Trustee Fee. Motion passed unanimously.

Website changes: Captain Anderson stated to the board that working with the county IT guy, to make the changes that are needed to the district website it would be \$100 an hour. Overall to make the changes requested, like a donation page on the website, it would take 17 hours = \$1,700. Captain Anderson stated that if we were to make the website it's own link it would cost more money versus adding it to the county website. Chief Babcox stated that they are asking for a starting price to work with. A motion was made for \$2,500 to be used to update the website by Trustee Nelson. Second by Trustee Fee Motion passed unanimously.

Handheld radios: Captain Anderson presented two different radio quotes to the board for Motorola and BK. Captain Anderson Stated that the cost of the BK radios was half the price of the Motorola and it would make more sense to purchase the BK radios as the department has liked the new BK's that were bought months prior and they have been working very well. The quote presented for the BK radios is for \$28,089.15. The department plans to buy so many radios per year until all the radios are replaced. Trustee Donovan asked how many working radios the department has. Chief Babcox stated the department has 10 radios crews can depend on. Captain Anderson stated that the quote presented was good for 6 more days until the prices quoted went up \$100-\$130^{per} a radio on January 15th. Captain Anderson stated that he would like to add on 15 lithium batteries along with the clamshells. Adding \$7,000 for batteries and chargers. Captain Anderson is requesting to get 10 radios now. The total cost would add up to \$34,180.65. A motion was made to allocate \$35,000 for radios plus accessories out of CIP from 49^{er} ^{Tobuy} Communications by Trustee Nelson. Second by Secretary Gilbert. Motion passed unanimously.


New Business: Replacing 461 and 456: Chief Babcox presented to the board the cost to replace 461. The old 461 will be used to replace 458. Chief Babcox stated that he found a truck for around \$50,000 in Kentucky that is a Chevy Silverado HD work truck 2021 with 13,000 miles. Chief Babcox stated that to cut down on cost of getting the vehicle, he plans to drive down with a car trailer and haul it back. Chief Babcox asked the board for a total of \$60,000 for the truck plus outfitting. A motion was made to approve \$60,000 out of CIP for 461 ~~at 458~~ with \$2,500 for hauling, total amount \$62,500 by Chairperson Lawellin. Second by Secretary Gilbert. Motion passed unanimously.

Replacing hose on 465: Captain Anderson stated that on the last structure fire, the attack line ^{on} the engine started to blow. Chief Babcox stated that it would cost roughly \$17,000 to replace all the hose on 465. Chairperson Lawellin asked if the board wanted to approve the purchase of attack line and wait for grants to be received to buy the rest of the hose needed. Trustee Donovan ^{stated} that the department should buy all the hose needed before the rest went bad and not wait for the grants, just use them ^{grants reimburse} to repay the department if they are given out to the department. A motion was made to purchase \$17,000 worth of hose out of the CIP and any grants given will be put back into CIP in the next few months by Trustee Donovan. Second by Trustee Nelson. Motion ^{Motion} passed unanimously.

Public Comment: Trustee Nelson asked if the board was going to vote on the job description soon. Chairperson Lawellin stated that the job description decision would be held off until there is more information from the consultants doing the study per Chief Babcox's request.

Adjournment: A motion was made to adjourn the meeting by Trustee Nelson. Second by Trustee Donovan. Motion passed unanimously. Meeting ended at 7:59pm.


Chairperson Lawellin


Secretary Gilbert

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**PARK COUNTY RURAL FIRE #1 BOARD OF
TRUSTEES**

01/09/2023

Dear Park County Rural Fire #1 Board of Trustees,

Please approve December 15-31, 2022 warrants and claims #14478-14493-\$32,323.07

Please approve January 1-9, 2023 warrants and claims #14452-14454 & 14494-14502= \$19,814.56.

Current bank balance without December 22 income is \$452,988.67.

Part of January 9, 2023 minutes

FIRE CHIEFS'S REPORT

FOR THE MONTH OF DECEMBER

January 4, 2023

1. CALLS
2. TRAINING
3. STATIONS
4. PERSONNEL
5. PROJECTS
6. TRUCK MAINTENANCE

1. TOTAL CALLS	68 Calls for December 2022 < 85 Calls in December 2021. Total Calls For year 2022 556 < 604 calls in 2021
2. TRAINING	SOFT and Holiday
3. STATIONS	Station are functioning
4. PERSONELL	Chase Phillips moved back to Kalispell.
5. PROJECTS	Preparing DOT issues and supporting information. Airport water source. Meet and Greet with State Fire MARshal
6. TRUCK MAITENANCE	452 Turbo replaced, 464 is next
Radios----	See attached radio pricing for information. Looking to decide in February Meeting