

## Minutes

### Board meeting of Park County Rural Fire District #1

January 10<sup>th</sup>, 2022

**The Board of Trustees of Park County Rural Fire District #1 met on January 10<sup>th</sup>, 2022 for their regular meeting at 304 East Park Street, Livingston MT.**

**Trustees Present:** Chairperson Lawellin, Secretary Gilbert, Trustee Nelson, Trustee Fee, Trustee Donovan in at 6:10

**Also Present:** Chief Babcox, Captain Anderson, Vickie Jo Shipley, Lauren Anderson, Addie Depuy, Will Rotter

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

**Public Comment:** None

**Minutes:** Minutes were read from the December meeting by Secretary Gilbert. Motion was made to approve the minutes as amended by Trustee Fee. Second by Secretary Gilbert. Motion passed unanimously.

**Sign Claims and Warrants, Financial Report for (insert month):** *See Attached.* Financials were read by Vickie Jo Shipley. Signed and approved December 15<sup>th</sup>-30<sup>th</sup>, 2021 warrants and claims #14009-14019=\$80,839.55. Included is warrant #14009 of \$60,476.00 for the new 453. Approved January 1<sup>st</sup>-10<sup>th</sup>, 2022 warrants and claims #14020-14033=\$22,261.64 taking out #14034, a check made out to Whistler Towing, voiding it before it was signed. The current bank balance is \$337,650.22. The district is still waiting on approximately \$31k for final fire contract pay. Motion was made to approve claims and warrants by Secretary Gilbert. Second by Trustee Nelson. Trustee Donovan abstained. Motion passed.

**Chiefs Report:** *See Attached.*

**Association Update:** None

**Old Business:** Discussion/decision on adding the additional \$10,000 to the budget for the new 453. The additional \$10,000 is for equipment to outfit the new 453 and was forgot to be added to the original motion made to purchase the new 453. Part of that would include a new 150 gallon water tank for the back of the truck to use during wildland season. Trustee Nelson made a motion to rectify the previous motion to include the additional \$10,000 for the new 453. Second by Secretary Gilbert. Motion passed unanimously.

**New Business:** Discussion/decision on updated budget, loan payoffs, CIP, future spending, remodel of the office area. Chief Babcox presented to the board the current vehicle replacement list. Trustee Nelson asked if the department insurance had the same ability like personal car insurance to have replacement vehicle coverage. Chief Babcox answered with that they do not, that each vehicle is insured to the amount it was bought for or the vehicles value itself. Chief Babcox then spoke to the board about the office remodel. The original price that was quoted from five or so years ago was for the amount of around \$50,000. To do it currently, the department would need around \$100,000. The remodel would include the offices, the bathrooms, still having two bathrooms, but having the bathrooms be side by side with a shower still as well. It would also be to make them easier to access and to be more ADA complaint. It would also include the closet that has the water heater and re-vamp that into something else and move the water heater elsewhere. Additionally, it would change the front entrance door to be more ADA compliant with the possibility to have an electric opening button with a new key pad or key fob door entry as well for members to keep the door secure during non-business hours. It would also include adding a sixth room upstairs, just adding in walls and a door. The discussion was had about considering paying off one of the loans that the department has. Vickie Jo Shipley recommended the resident loan, as it is the smallest loan, as well as the oldest loan the department has. Vickie Jo Shipley stated that the SCBA loan would be paid off sometime in July. The CIP account was discussed as well and the amounts that were in the account. The discussion was had to move more funds back into that account, as it holds reserve operating funds, as well as the paper trail is needed for fund movement for the department per the audit company. Trustee Donovan made a motion to move \$120,000 into CIP. Second by Secretary Gilbert. Motion passed unanimously.

Captain Anderson presented to the board the total cost it would be to purchase 10 new BK radios for the department to be put into service and be used until the department, potentially, receives the new radio grant. If the grant is received, the 10 radios will then be locked away until the summer when they will be put back into service and be used out on wildland contract fires, then taken out of service again in the winter to be serviced. The total cost of the 10 radios, clam shells, two rechargeable batteries with the mounts, software, and cloning cable, is \$27,728.95. Once ordered, the radios would be 60-90 days out until they would arrive. Programming the radios will all be done in house by Captain Anderson as well. Secretary Gilbert made a motion to approve the amount of \$27,728.95 for the radios, plus radio supplies. Second by Trustee Fee. Motion passed unanimously.

**Public Comment:** None

**Adjournment:** Motion was made to adjourn the meeting by Secretary Gilbert. Second by Trustee Fee. Motion passed unanimously.

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**Chairperson Lawellin**

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**Secretary Gilbert**