

Minutes

Board meeting of Park County Rural Fire District #1

June 27th, 2022

The Board of Trustees of Park County Rural Fire District #1 met on June 27th, 2022 for a special board 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, Jordan Caoile

Call to Order: Meeting called to order at 6:17 PM

Public Comment: None

Sign Claims and Warrants

Fiscal Budget 2022: See Attached – A motion was made to approve the fiscal 2022 budget as amended by Secretary Gilbert. Second by Trustee Donovan. Discussion was had about why certain areas of the budget had gone over budget amount. Vehicle maintenance was over budget, due to most of the department vehicles getting a DOT inspection, which hasn't been done on them in a few years. ^{This} Which led to some of those vehicles needing maintenance and upkeep, As well as vehicles needing ~~new~~ tires replaced. Motion passed unanimously.

New Business:

Fiscal budget 2023: See Attached – Proposed changes were made to the proposed Fiscal budget 2023. Changes included increasing the amount allotted for the following line items: FF Services, contracting income, Rental income, C/C PR taxes cost, Fire Contract PR/WC cost, Public Notices cost, Gas/fuel cost, Truck Maintenance cost, Station 1 cost, Scholarship cost, Loan Interest Expense cost. A decrease was made to the line-item Taxes income. Discussion was had to add in additional line items to the budget as the department budget starts to grow and change. Discussion was had to change the payroll budget for Chief and captain to move Captain Anderson up to Deputy Chief position and open a job up for a new captain. It was stated that it might be time ~~soon~~ to have someone ~~get~~ brought in to evaluate the department to see how we can

make changes to raise the pay of the staff to the industry standard. Captain Anderson stated that he could look into a safer grant and present the information at the next board meeting in July.

Discussion/decision on signing the new KOA contract for the sign they have at Station 2. A new contract is being signed because the KOA is under new ownership. Trustee Nelson asked if the person that signed for the KOA was the owner. The person that signed was an authorized representative for the KOA. It was asked if the title of said person was added into the contract under the signature line. Added to the contract would be the phone number for rural fire, as well as the full name, title, and phone number for the KOA representative. The contract would be signed and good for one year starting on June 1st, 2022, to May 31st, 2023, with a notice given in February of 2023 that the contract would be ending. Trustee Donovan stated that he would like to seek out other options for that space to rent out to potentially make more money off the space. A motion was made to approve the KOA contract for one year by Chairperson Lawellin. Second by Trustee Nelson. Motion passed unanimously.

Adjournment: A motion was made to adjourn the meeting by Trustee Fee. Second by Trustee Nelson. Motion passed unanimously. Meeting ended at 8:01 pm.


Chairperson Lawellin


Secretary Gilbert

FY 2021-2022 Rural Fire Budget

RECEIPTS

		Budget	Proposed amer	Actual as of 6/30	Board changes 6/30
Taxes	95%	644000.00	625000.00	609,667.00	
Intergovernmental	79%	39000.00	41000.00	30,887.44	
Grant(s)	100%	5000.00	5000.00	5,000.00	
FF Services, contracting	406%	75000.00	304794.00	304,793.55	
Rental income	127%	12000.00	15200.00	15,200.00	
Interest Income	46%	1000.00	460.00	459.04	
Public Donations	132%	10000.00	13175.00	13,175.00	
Other Income	0%	10000.00	0.00	0.00	
Total Receipts	123%	796000.00	1004629.00	979,182.03	

EXPENSES

Employee Expenses and Benefits

Chief/Captains	97%	130000.00	130000.00	126,722.22	
C/C PR Taxes	99%	11000.00	11000.00	10,862.95	
C/C work comp	86%	11000.00	11000.00	9,485.46	
C/C Pers	95%	11700.00	11700.00	11,108.82	
Officer Health Ins	109%	15600.00	17100.00	17,074.39	
Per Call & Summer, FF Ben	104%	99200.00	106000.00	103,663.63	
Per Call PR Tax	139%	17000.00	24500.00	23,549.67	
Fire Contract		45000.00	95000.00	91,274.50	
Fire Contract PR/WC	254%	7300.00	20000.00	18,566.02	
Payroll totals 39% of inc	119%	347800.00	426300.00	412,307.66	

Local Government

Public Notices	0%	500.00			
Dispatch Fees	0%	600.00	600.00	0.00	
Election/Levy	#DIV/0!	0.00			
State Audit Requirement	93%	17000.00	15860.00	15,860.00	
Local Government 2% of in	88%	18100.00	16460.00	15,860.00	

Gas/fuel	104%	40000.00	50000.00	41,696.60	
Truck maintenance	141%	50000.00	72700.00	70,697.26	
Vehicle Expenses 10% of in	125%	90000.00	122700.00	112,393.86	

Station Expenses

Station 1	115%	85000.00	100020.00	97,445.07	
Station 2	125%	4000.00	6980.00	4,986.07	
Station 3	146%	3600.00	7000.00	5,239.84	
Rental	48%	2900.00	2000.00	1,383.00	
Station Expenses 12% of I	114%	95500.00	116000.00	109,053.98	

Fire/Training/Recruitment

Meals	99%	8000.00	8100.00	7,886.19	
Training	91%	30000.00	31000.00	27,380.67	
Communications	292%	10000.00	30000.00	29,200.00	
Turnouts/Safety Equip	120%	15000.00	20000.00	18,005.02	
Scholarship	74%	30000.00	23000.00	22,217.96	
Volunteer Apprec	402%	500.00	2009.00	2,009.00	
Fire/Training/Recruit 11%	114%	93500.00	114109.00	106,698.84	

Loan Payment	47%	69666.00	32931.00	32,930.28	
Loan Interest Expense	72%	5200.00	3731.00	3,731.01	
Contract/Professional fees	87%	44000.00	42225.00	38,213.65	
Capital Impr. ****	435%	27134.00	118000.00	118,000.00	
General Reserve	0%	5100.00	12173.00	0.00	
Financial Obligations 24%	128%	151100.00	209060.00	192,874.94	

Totals

Total expenses	119%	796,000.00	1,004,629.00	949,189.28	
Depreciation	133%	120000	162153	160,000.00	
Capital Outlay/Reserve					
Prior Cap imp acct			0	160,154.00	
Capital Imp/Reserve		0.00			

FY23 Preliminary Budget

	FY22 budget	Proposed FY23		
Taxes	644000.00	644,000.00	625000	
Intergovernmental	39000.00	39,500.00		
Grant(s)	5000.00	5,000.00		
FF Services, contracting	75000.00	150,000.00	270000	
Rental income	12000.00	14,000.00	18000	
Interest Income	1000.00	1,000.00		
Public Donations	10000.00	10,000.00		
Other Income	10000.00	10,000.00		
	796000.00	873,500.00		978500
EXPENSES				
Employee Expenses and Benefits				
Chief/Captains	130000.00	130,000.00	170000	increase by Maint/DC
C/C PR Taxes	11000.00	11,000.00	13000	increase by Maint
C/C work comp	11000.00	11,000.00	13000	
C/C Pers	11700.00	11,700.00	13400	
Officer Health Ins	15600.00	15,600.00		
Per Call & Summer, FF Ben	99200.00	110,000.00	90000	
Per Call PR Tax	17000.00	19,000.00	21100	
Fire Contract	45000.00	90,000.00		
Fire Contract PR/WC	7300.00	10,000.00	19000	
Payroll totals 39% of inc	347800.00	408,300.00		445100
Local Government				
Public Notices	500.00	0.00	500	
Dispatch Fees	600.00	600.00		
Election/Levy	0.00	0.00		
State Audit Requirement	17000.00	17,900.00		
Local Government 2% of i	18100.00	18,500.00		19000
Gas/fuel	40000.00	48,000.00	52000	
Truck maintenance	50000.00	60,000.00	72000	
Vehicle Expenses 10% of i	90000.00	108,000.00		124000
Station Expenses				
Station 1	85000.00	90,000.00	96000	
Station 2	4000.00	4,000.00		
Station 3	3600.00	3,600.00		
Rental	2900.00	3,000.00		
Station Expenses 12% of	95500.00	100,600.00		106600
Fire/Training/Recruitment				
Meals	8000.00	9,000.00		
Training	30000.00	30,000.00		
Communications	10000.00	8,000.00		
Turnouts/Safety Equip	15000.00	20,000.00		
Scholarship	30000.00	20,000.00	25000	
soft-vol apprec	500.00	2,000.00		
Fire/Training/Recruit 11%	93500.00	89,000.00		94000
Loan Payment	69666.00	69,600.00		
Loan Interest Expense	5200.00	2,925.00	4125	
Contract/Professional fees	44000.00	46,000.00		
Capital Impr. ****	27134.00	30,575.00		
Rental Reserve		0.00		
General Reserve	5100.00	39,500.00	39500	978500
Financial Obligations 24%	151100.00	188,600.00		
Totals				
Total expenses	796,000.00	913,000.00		
Cash short/extra	0.00	0.00		
In-Kind				
Depreciation	120000	165,000.00	165000	