

Minutes

Board meeting of Park County Rural Fire District #1

November 14th, 2022

The Board of Trustees of Park County Rural Fire District #1 met on November 14th, 2022, for their regular meeting at 304 East Park Street, Livingston MT.

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

Also Present: Chief Babcox, Captain Anderson, Vickie Jo Shipley, Addison Depuy, Andy Mitchell, Elijah Nazari, Jordan Caoile, Dennis Boshart, *Kim Dell*

Call to Order: Meeting called to order at 6:15pm

Public Comment: Trustee Nelson mentioned that she noticed when looking on the department website the agenda was not available and asked if that was something that could be added to the website. Chairperson Lawellin stated that it could be put on the agenda of the next board meeting to discuss.

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

Sign Claims and Warrants, Financial Report: See Attached. Financials were read by Vickie Jo Shipley. Signed October 11th-31st warrants and claims #14410-14425=\$15,441.08. Signed November 1st-14th warrants and claims #14426-14447=\$40,013.07. The current bank balance without the October income is \$33,942.21. The department is expected to receive \$325,000 in tax revenue in November. Outstanding fire contract payments are \$57,442.21. Montana State Fund has issued a dividend check for \$3,690.36. Trustee Nelson asked if the amount we are receiving for taxes is the full amount? Ms. Shipley answered that it was not the full amount only the first half and the number given is an estimate based off last year's amount for taxes in November. A motion was made to approve the September financials by Trustee Nelson. Second by Secretary Gilbert. Discussion was had and Trustee Donovan asked who was behind in paying the department for fire contracts. Ms. Shipley answered that we are still waiting for payments from the Idaho fire contract and one other fire contract. Motion passed unanimously.

Chiefs Report: See Attached.

Association Update: Kim Dell gave an association update to the board. The association is gearing up for Santa on the Fire Truck. Handing out candy and cocoa on Halloween was a success. The association hosted the boy scouts and parents to a training night teaching them what to do in an emergency and what a firefighter can look, and sound like during an emergency. Chief Babcox mentioned that the board had budgeted \$2000 for SOFT if the association needed it. Kim Dell replied that it is yet to be determined whether the association will need the \$2000.

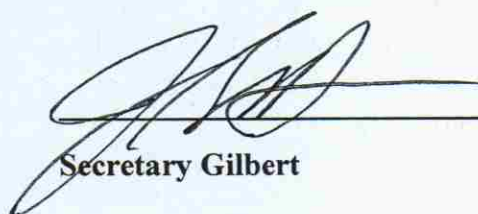
Old Business: Discussion on the department study time and cost. Grant money for the study has been agreed on by the city commissioners and a contract for the study has been signed by Fitch and associates. The grant ^{is for} before about \$90,000, because of the preliminary work done by Ron Lindroth, they are looking at the cost being 45-55k. Anything beyond the 45-55k could be used for additional help for implementation after the study.

New Business: None

Public Comment: Trustee Nelson mentioned that The Elk's contacted Trustee Nelson ^{it} regards to having money available for the department. The amount would be around \$500 that could ~~be~~ potentially ~~be~~ given to the association for SOFT. Trustee Nelson will be getting the application to apply. Chairperson Lawellin gave a status report on 3D printing and that it was at a standstill. They need a builder/contractor from MT to lease the 3d printing equipment and take the training on the equipment. The company doing the 3D printing is Black Buffalo 3D printing. Chief Babcox brought up adding record retention, and if that could be added to the next agenda. *Kim Dell mentioned need.* Chairperson Lawellin stated that there are record retention rules made by the Secretary of State and the board could adopt those into the bylaws. ~~Ms.~~ Shipley mentioned the department should explore document management systems for digitizing records.

Adjournment: A motion was made to adjourn the meeting was made by Secretary Gilbert. Second by Trustee Nelson. Motion passed unanimously. Meeting ended at 7:15.


Chairperson Lawellin


Secretary Gilbert

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

11/14/2022

Dear Park County Rural Fire #1 Board of Trustees,

Please approve October 11-31, 2022 warrants and claims #14410-14425= \$15,441.08.

Please approve November 1-14, 2022 warrants & claims #14426-14447= \$ 40,013.07.

Current bank balance without October income is \$33,942.21. I expect receive \$325,000 this month in tax revenue.

Outstanding fire contract payments are \$57,442.21.

Montana State Fund has issued a dividend check for \$3,690.36.

Part of November 14, 2022 Minutes

FIRE CHIEFS'S REPORT

FOR THE MONTH OF OCTOBER

November 7, 2022

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

1. TOTAL CALLS	32 calls in October 2022 < 50 Calls in October 2021 YTD 10/31/22 is 423 vs. 466 on 10/31/21 43 calls; less than 21 so far.
2. TRAINING	Winter driving/safety/ positioning/ and preparedness. Radio refresher.
3. STATIONS	All stations in service with periodic maintenance and clean up
4. PERSONELL	32 on rolls with departure of at least 4 by end of year.
5. PROJECTS	Winterizing, station maintenance and cleaning. Assisting with SOFT.
6. TRUCK MAINTENANCE	Normal maintenance with a few unexpected repairs—457 air dryer and 461 radiator, 452 Batteries and 467 batteries

[COMPANY NAME]