

Minutes

Board meeting of Park County Rural Fire District #1

October 10th, 2022

The Board of Trustees of Park County Rural Fire District #1 met on October 10th, 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 6:06pm

Also Present: Chief Babcox, Vickie Jo Shipley, Captain Anderson, Ashley Sites. Elijah Nazari, Jordan Caoile

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

Public Comment: None

Minutes: Minutes were read from the September board meeting by Secretary Gilbert. Motion made to approve minutes as amended by Trustee Nelson and seconded by Trustee Fee.

Motion passed

Sign Claims and Warrants, Financial Report: See Attached. Financials were read by Vickie Jo Shipley. Signed September 13th-30th warrants and claims #14386, 14378-14385=\$21,965.83. Signed October 1st-10th warrants and claims #14386-14407=\$26,316.11. The current bank balance is \$46,670.92. The department has received the payment for Matt Staff Fire of \$9,277.46. Outstanding fire contract payments are \$88,073.73. A motion was made to approve the August financials and the warrants and claims by Secretary Gilbert. Second by Trustee Fee. Motion passed unanimously.

Chiefs Report: See Attached.

Association Update: Ashley Sites gave an association update. Santa on the Fire Truck will be starting up in the next two months. Kim Dell is the head of that. The association is ahead already on planning compared to last year. The association will be handing out Halloween candy.

Bylaws

Bylaws Reviewed: Chairperson Lawellin asked the board if there were any changes they would like to make. Trustee Nelson stated that the bylaws were very concise and easy to read and understand. Trustee Fee agreed. Trustee Donovan asked if the decision on the by-laws could be moved to the next meeting to have more time to review. The board agree and bylaws would be reviewed at the November board meeting.

Old Business: Discussion/decision of the SAFER grant was moved to the November board meeting.

Discussion/decision on the 2022/23 capital expenditures was decided to ~~refer~~^{deferred} to the budget.

Discussion/decision on the MOU with the city. Chairperson Lawellin informed the board that the city agreed to a higher contribution that is double the original amount to be contributed by the City. Secretary Gilbert asked what the difference is between an MOU vs. a Resolution.

Chairperson Lawellin answered that a resolution allows you to enter into an MOU and an MOU is the result of resolution. Chief Babcox stated he believes the District should wait for the study to be completed instead of having this job before the study. Chair Lawellin disagreed based on the study evaluating cooperation between departments which may not happen for years, if ever. Trustee Nelson mentioned that the contract does not state that Chief Babcox has full control before the person is hired. Chairperson Lawellin stated that Chief Babcox is designated as the supervisor in the MOU and has full control to hire and fire, and the new employee would be under only his supervision. The City Fire Chief is expecting to participate in the hiring process and nothing more. Vickie Jo Shipley mentioned that the extra amount the city is now offering makes up the difference in taxes and benefits. Chief Babcox is set to meet with the City Chief and City HR tomorrow the 11th to complete the job description. Trustee Nelson asked if Chief Babcox is getting what he needs in this department right now out of the position. Chief Babcox stated that the position he wanted would be someone for prevention education, a third responder and to help Captain Anderson, as in the first job description. Captain Anderson stated that the position seemed to not be written for a Montana hire. The board discussed its interest and intent for improved training and interdepartmental training. A decision on finalizing the MOU from the city will be postponed until Chief Babcox has completed the job description.

Discussion/decision on 3D printing housing moved to the November meeting.

New Business: Discussion/decision on extending the shed lease at Pine Creek. Currently they have a 1 year lease with no auto renewal. Chairperson Lawellin stated that once the lease expires it goes month to month. Captain Anderson mentioned that he had been in contact with the owners of the sheds and asked if it was possible that once they got rid of the last couple of sheds if their lease could be over. Trustee Nelson asked that once they are gone will the department get a replacement to rent the space. The department will look for new renters after the road gets repaved by MDT.

Discussion/decision on a health insurance increase. Vickie Jo Shipley said the health insurance for Chief Babcox and Captain Anderson will go up. Currently \$650/mo. is offered per employee

for health insurance and the employee pays any additional premium. The premium will go up by about \$75 each month. A motion was made to raise the health benefits \$100 a month for both full time employees by Secretary Gilbert. Second by Trustee Fee. Motion passed unanimously.

Public Comment: Captain Anderson asked the question if the board needs to give a 90 day notice to the Pine Creek KOA for their sign and if we need to invite them to a meeting. Or if the decision needs to be made on where to move it or to get rid of it all together. The decision will be made at a meeting in January or February.

Adjournment: A motion was made to adjourn the meeting by Secretary Gilbert. Second by Trustee Fee. Motion passed unanimously. Meeting ended at 7:43pm.



Chairperson Lawellin



Secretary Gilbert

406

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

10/10/2022

Dear Park County Rural Fire #1 Board of Trustees,

Please approve September 13-30, 2022 warrants and claims
#14386,14378-14385= \$21,965.83.

Please approve October 1-10, 2022 warrants & claims #14386-14407= \$
26,316.11.

Current bank balance is \$ 46,670.92.

We have received the payment for Matt Staff Fire of \$9,277.46.
Outstanding fire contract payments are \$88,073.73.

I have included a report for the fire contract season thus far which is May
thru September. This does not include the Kootenai income, @ \$40k and
expenses from last week.

Part of October 10, 2022 Minutes

FIRE CHIEFS'S REPORT

FOR THE MONTH OF SEPTEMBER

October 5, 2022

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

1. TOTAL CALLS	51 call for September 2022 > 42 in September 2021. Calls YTD September 2022 = 391 which is 25 calls less than in September of 2021.
2. TRAINING	Structure Fire AAR x 2 and Engine operation positioning. FF2
3. STATIONS	No changes
4. PERSONELL	All contract people are back
5. PROJECTS	Starting to winterize
TRUCK MAINTENANCE	Routine

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