

Minutes

Board meeting of Park County Rural Fire District #1

September 12th, 2022

The Board of Trustees of Park County Rural Fire District #1 met on September 12th, 2022 for their regular meeting at 304 East Park Street, Livingston MT.

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

Also Present: Chief Babcox, Vickie Jo Shipley, Andy Mitchell, Robert Emperley, Jordan Caoile

Call to Order: Meeting called to order at 6:04pm

Public Comment: None

Minutes: Minutes were read from the August 8th board meeting by Secretary Gilbert. A motion was made to approve the minutes) as amended by Trustee Fee. Second by Trustee Nelson. Motion passed unanimously.

Minutes were read from the special board meeting on September 2nd by Secretary Gilbert. Motion was made to approve the minutes as amended by Trustee Donovan. Second by Secretary Gilbert. Motion passed unanimously.

Sign Claims and Warrants, Financial Report: See Attached. Financials were read by Vickie Jo Shipley. Signed August 16th-31st warrants and claims #14353-14358=\$19,708.86. Signed September 1st-12th warrants and claims #14359-14377=\$20,109.48. The current bank balance is \$74,068.98. The department has received the 2nd payment for the New Mexico and Arizona fire contracts in the amount of \$46,306.37. Still waiting on approximately \$57,363.19 for the Hog Trough, Hop Creek and Matt fires. *Motion to approve financials by Trustee Gilbert second by Trustee Nelson. motion passed*

Chiefs Report: See Attached.

Association Update: Jordan Caoile ^{him} gave the update. At their last meeting the association gave an award to Rick McKiernan to recognize ^{him} for putting in many hours of his own time to volunteer at association and station events, along with always having a positive attitude around the station and gave him a \$25 gift card for Mountain Air Sports. Next year's July rodeo parking was

discussed. The association hosted a 9/11 stair climb, it went well, there are plans to repeat it next year.

Old Business: Discussion/decision on the SAFER grant. Captain Anderson is still working on the grant for the department. The decision may need a special meeting but will be continued until the next board meeting.

Discussion/decision on capital expenditures for fiscal year 2023. One of the main expenditures up during fiscal year 23 is the replacement of 458 and 461. The current 461 would replace 458 and only one new vehicle would be bought. This is currently in the FY23 budget. 458 would be sold once replaced.

Discussion/Decision on the PCRFD/LFR departments study. The intent of the study is to evaluate the operations of the fire departments with an eye towards future funding and operations. The City is getting a grant to cover the cost of a study. Chief Lindroth is gathering basic department information to relieve some of the work and expense. He has done this for the City but with only the City information it is incomplete information. Chief Lindroth has offered to do the same for PCRFD for \$6,000. This offers PCRFD the best opportunity to provide complete accurate information that the consultant doing the study would use to make conclusions and determinations. Trustee Donovan asked about what the end goal of the study is. Chief Babcox stated the goal is for the consultant to look at both entities and offer independent suggestions about operations and use of tax dollars for the benefit of the citizens. A motion was made to pay Ron Lindroth \$6,000 as a private contractor to gather information out of the general reserve account by Secretary Gilbert. Second by Trustee Donovan. Motion passed unanimously.

Discussion/Decision on the edited job description presented by Chief Babcox. The City of Livingston emailed what they would like added to job qualifications providing the additional funding to supplement the hourly pay rate. Changes to the presented job qualifications from the city would be to change the requirement of a paramedic to an EMT-B with the ability to train within the first 6 months of hire, along with fire officer training and higher education. The person hired on would have joint training officer responsibilities for Park County Rural Fire and Livingston Fire. *an Res* If the department accepts the rate of pay offered by the City of Livingston, the rate of pay would be \$30 not \$20. *hour* Combined with what the city is offering, it will help to bring in good candidates for the job. Vickie Jo Shipley asked *Chief Babcox* if there was a way to do Chief Babcox's *proposed* original position part time until the SAFER grant is received. Chief Babcox answered that it would take approximately 6 to 8 months until the department would hear back about the SAFER grant. The position would be a three-year position initially with a one-year probation. Trustee Nelson asked what the word participate is regarding the City Chief participating in the hiring process. Chairperson Lawellin answered, the city chief would be a part of the interviews and the evaluations but would not have the final say in who was hired. A motion was made to accept the cities offer for funding the new position by Trustee Fee. Second by Secretary Gilbert. Discussion: A statement was made by Trustee Donovan that they would like to see the final agreement before the board agrees to take the funds. The motion passed. Trustee Nelson abstained. Trustee Donovan opposed. Chief Babcox was instructed to coordinate with Chief Chabalowski and City HR to get a final job description.

By laws discussion was moved to the next board meeting.

New Business: Discussion on 3D printed housing at the Pine Creek station. Discussion between Chief Babcox and Chief Chabalowski about using the Pine Creek station for housing. There is a grant for \$500,000 to 3D print housing from the DOT, they just need a place to do it. It would be 14 houses for under \$500,000. It would require infrastructure, potentially free. There is a meeting on Wednesday, September 14th, to get more information on the project. Discussion was moved until the next meeting to get more information.

Public Comment: Vickie Jo Shipley informed the board that the site QuickBooks used for payroll is changing how they are charging. It used to be \$1.75 per direct deposit check, it will now be \$5.00 a check or direct deposit. It would raise the accountant invoice \$100 a month. Chief Babcox informed the board that the old 454 did not meet the minimum asked at auction and the truck would be sold outright.

Adjournment: A motion was made to adjourn the meeting by Secretary Gilbert. Second by Trustee Fee. Motion passed unanimously. Meeting ended at 8:31pm.


Chairperson Lawellin


Secretary Gilbert

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**FOUR-O-SIX PARADISE ACCOUNTING &
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**PARK COUNTY RURAL FIRE #1 BOARD OF
TRUSTEES**

08/15/2022

Dear Park County Rural Fire #1 Board of Trustees,

Please approve July 11-31, 2022 warrants and claims #14304-14324=
\$32,417.69.

Please approve August 1-15, 2022 warrants & claims #14325-14353=
\$57,996.51

Current bank balance is \$40,873.54.

I have included a comparison for this FY21 and FY22. Income is down
\$45K. You can review the expenses and see where the changes are for
FY22.

Auditors will be in my office August 22nd.

Part of August 15th Minutes

FIRE CHIEFS'S REPORT

FOR THE MONTH OF AUGUST

September 7, 2022

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

1. TOTAL CALLS	54 Calls for August 2022 > than 49 calls in August 2021. End of August calls YTD 2022 340 < YTD in 2021 of 374. We are 34 calls behind last year.
2. TRAINING	Adverse conditions training, Driving Course, 454 in service training. Structural engine placement for rural firefighting
3. STATIONS	All stations operational
4. PERSONELL	Holding Steady
5. PROJECTS	Safer Grant
6. TRUCK MAITENANCE	Routine.