

BIG MOUNTAIN FIRE DISTRICT BOARD OF TRUSTEES
MEETING MINUTES MAY 31, 2017

CALL TO ORDER: 8:05 AM

ROLL CALL: Steve Snellen, Paul Silverman, Jay Johnston, Paul Okerberg, Glenn Nye

GUESTS: Chief Ben DeVall, Firefighters Kevin Wise, Cameron Bradley, CPA Myra Appel

APPROVAL OF MINUTES: Motion to approve minutes of April 21, 2017 meeting was made by Glenn Nye and seconded by Jay Johnston. Motion was passed unanimously.

FIREFIGHTER'S REPORT: Ben DeVall

- BMFD new hire Wayne Perry began work May 31, 2017, so District is now fully staffed.
- The FEMA grant turnout arrived and was picked up. Chief DeVall will work on closing the grant out and will request final payment for items purchased.
- Rebuilding of the firehouse deck will begin shortly.

- Brodie Verworn is now doing the ordering of EMS supplies. He created a comprehensive list of items for both closet stock and ambulance.
- Chief DeVall has been in contact with Leslie Graves of Pintler Billing about unresolved billing issues. Chief will be sending a signature roster now that BMFD is fully staffed. Chief briefed Leslie in detail on District hardship policy. Some things still have to be worked out such as outstanding accounts which Jolene Groves did not collect on. Leslie is working on collection of a few of these overdue accounts.
- Kevin Wise will contact Search and Rescue about picking up the snowmobile.
- All BMFD firefighters will go through the FFI curriculum. Workbooks have been ordered, and training will start shortly. Kevin will assign the material, and it will be the shifts' responsibility to get it done.
- There was a small structure fire over the weekend. Ken Wensel and Colin Cristopolis were on shift. The fire was on the exterior of a residence and did not go within the home. WFD responded with mutual aid. The fire start is believed to have been a cigarette that burned grass, then caught the siding on fire.
- Chief DeVall has been in contact with BMFA about the slip tank. The members need to vote to approve the purchase. A meeting is planned shortly.
- Chief turned in wildland engine paperwork to DNRC, so payment can be made if the equipment goes out on a fire.

TREASURER'S REPORT: Jay Johnston and Myra Appel

- The 2016 Audit Report, due June 30, 2017, will be delayed. Jay Johnston will sign the audit contract.
- Drafts of the following three documents show no significant changes: Statement of Net Assets as of April 30, 2017; Statement of Activities – Previous Year Comparison July 2016 through April 2017; Budget vs. Actual July 2016 through April 2017. Myra will compose Narrative shortly.
- Budget paperwork has been received from County. Jay and Myra will prepare BMFD budget proposal, which is due July 15, 2017.
- Glenn Nye and Chief DeVall will review pending health and liability insurance issues.

PUBLIC COMMENT: None.

EMPLOYEE COMMENT: None.

OLD BUSINESS:

- Wording of Chief's contract remains pending. Final draft will be voted on at next Board meeting. Provisions regarding new District vehicle will not be included in Chief's contract but rather contained in updated BMFD Policy Manual.
- Argo testing and training is in progress.

- Text of Union contract is tabled pending input from Union.

NEW BUSINESS:

- County HR has provided usage guidelines for proposed new BMFD official business vehicle. Chief DeVall will research acquisition options including government surplus and commercial sourcing.
- Chairman Steve Snellen is resigning from the Board effective May 31, 2017. All Board officers expressed deep appreciation for his dedicated and outstanding service to the District.
- Paul Okerberg was elected to be the next Board Chairman. Paul Silverman will succeed Okerberg as Secretary, and Glenn Nye will succeed Silverman as Vice Chairman. Jay Johnston will continue as Treasurer. Search for a new Board member will begin immediately.
- Paul Silverman and Paul Okerberg will review current background check procedures for new firefighter candidates and potentially recommend appropriate upgrades.

NEXT MEETING: Scheduled for June 15, 2017 at 8:00 AM.

ADJOURNMENT: Motion to adjourn was made by Glenn Nye and seconded by Jay Johnston. Meeting was adjourned at 9:40 AM.