

BIG MOUNTAIN FIRE DISTRICT (BMFD) BOARD OF TRUSTEES
MEETING MINUTES OCTOBER 9, 2019

CALL TO ORDER: 9:03am

ROLL CALL: Board members Paul Okerberg, Jay Johnston, Phil Waddell, Jerry Meislik, Paul Silverman; Chief Ben DeVall; Bookkeeper Tracy Armstrong; Firefighters Cameron Bradley, Ken Wensel, Kevin Wise

APPROVAL OF MINUTES: Motion to approve Minutes of July 25, 2019 Board meeting was made by Phil Waddell and seconded by Jay Johnston. Motion passed unanimously.

FIREFIGHTER REPORT:

- The U.S. Forest Service (USFS) has been unable to undertake its larger burning operations planned for this fall due to too much moisture. Burning has been completed in some areas.
- BMFD has been experiencing lots of extraneous traffic on its work channel. Chief DeVall contacted Jack Spielman (the County radio officer), and he has concluded the source is the Missoula Police Department. He is trying to find out why this is occurring, but he has not yet received an answer.
- BMFD received \$1,361.00 from the Volunteer Fire Assistance (VFA)/Department of Natural Resources and Conservation (DNRC) grant and purchased wildland fire equipment for the District's ARGO vehicle. An amendment to the original grant application was required because the allowable items changed.
- BMFD firefighter Brodie Verworn will soon be providing a cardiopulmonary resuscitation (CPR) class for District firefighters who require it.
- Chief has been in contact with Pintler Billing Services regarding Active911 and BMFD Board members' ability to get texts, since Pintler provides guidance on Health Insurance Portability and Accountability Act (HIPPA) compliance. There are still some issues to be worked out in order for Board members to receive the texts. Possible changes may need to be made on the County Dispatch side, and members desiring texts may have to attend HIPPA compliance training and sign a memorandum of understanding (MOU) stating they will follow the rules.
- BMFD received its Insurance Service Office (ISO) audit, and the District was upgraded two classifications, from 6/6x to 4/4x. With this classification, BMFD is in the top 31% of departments nationally.
- The planned BMFD fire response training of Winter Sports, Inc. (WSI) officials has not happened yet. WSI coordinator, Safety Officer Elyse Knutsen, was out on maternity leave and returned to work recently.

PUBLIC COMMENT: None

TREASURER'S REPORT: See following financial statements.

Big Mountain Fire District
Statement of Net Assets
As of July 31, 2019

	<u>Jul31,19</u>
ASSETS	
Current Assets	
Checking/Savings	
1017213 · County Fund #7213	169,507.66
1027243 · County Fund #7243 (PR Accrual)	95,532.87
1027248 · County Fund #7248 (Capital A/C)	53,274.97
Total Checking/Savings	<u>318,315.50</u>
Accounts Receivable	
122000 · Ambulance Fees Receivable	17,149.12
Total Accounts Receivable	<u>17,149.12</u>
Other Current Assets	
113018 · 2018 Real Estate Taxes Recv	10,148.97
101499 · Undeposited Funds	94.59
Total Other Current Assets	<u>10,243.56</u>
Total Current Assets	345,708.18
Fixed Assets	
180000 · Investment in Fixed Assets	191,197.33
Total Fixed Assets	<u>191,197.33</u>
TOTAL ASSETS	<u>536,905.51</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202100 · Accounts Payable	6,375.80
Total Accounts Payable	<u>6,375.80</u>
Other Current Liabilities	
206130 · Payroll Liabilities	(4,214.19)
204400 · Current Portion of Loans Pay	1,694.46
215000 · Accrued Vacation/Sick Pay	107,446.56
223000 · Deferred Tax Revenue	10,148.97
Offset to Capital Outlay	(1,129.64)
Total Other Current Liabilities	<u>113,946.16</u>
Total Current Liabilities	120,321.96
Long Term Liabilities	
235405 · TRB Mortgage Loan #62456301	19,545.59
Total Long Term Liabilities	<u>19,545.59</u>
Total Liabilities	139,867.55
Equity	
272000 · Unreserved Retained Earnings	432,864.09
Net Income	(35,826.13)
Total Equity	<u>397,037.96</u>
TOTAL LIABILITIES & EQUITY	<u>536,905.51</u>

Big Mountain Fire District

Statement of Activities - Prev Year Comparison

09/23/19

Accrual Basis

July 2019

	Jul 19	Jul 18	\$ Change
Ordinary Income/Expense			
Income			
310000 · Tax Assessment Revenue	6,519.08	9,433.81	(2,914.73)
342000 · Public Safety	5,608.81	4,283.01	1,325.80
362000 · Insurance Reimbursement	138.00	0.00	138.00
Total Income	12,265.89	13,716.82	(1,450.93)
Expense			
420100 · Labor	40,069.88	38,236.28	1,833.60
420210 · Office Supplies	0.00	11.50	(11.50)
420220 · Operations - General	54.46	1,263.82	(1,209.36)
420221 · Operations - Ambulance	963.28	0.00	963.28
420231 · Fuel	193.67	195.98	(2.31)
420350 · Administrative Expense	761.48	1,982.90	(1,221.42)
420361 · Building Repairs & Maintenance	0.00	25.18	(25.18)
420362 · Vehicle Maintenance	2,059.32	161.80	1,897.52
420510 · Health Insurance	2,929.61	3,010.00	(80.39)
420340 · Utilities	495.50	723.57	(228.07)
Total Expense	47,527.20	45,611.03	1,916.17
Net Ordinary Income	(35,261.31)	(31,894.21)	(3,367.10)
Other Income/Expense			
Other Expense			
600610 · Debt Service	564.82	564.82	0.00
800810 · Bad Debt Write Offs	0.00	355.59	(355.59)
Total Other Expense	564.82	920.41	(355.59)
Net Other Income	(564.82)	(920.41)	355.59
Net Income	(35,826.13)	(32,814.62)	(3,011.51)

10:39 AM
 09/23/19
 AccrualBasis

Big Mountain Fire District Labor Detail - Previous Year Comparison July through August 2016 & 2015

	Jul19	Jul18	\$ Change
Ordinary Income/Expense			
Expense			
420100 · Labor			
420121 · HSA Contributions	0.00	3,500.00	(3,500.00)
420111 · Salaries and Wages - Permanent	22,920.54	22,786.70	133.84
420120 · Overtime - Permanent	5,513.67	3,782.83	1,730.84
420130 · Post-Employment Vac/sick	3,608.03	0.00	3,608.03
420131 · Holiday Pay	651.81	651.81	0.00
420141 · MTUnemployment	42.73	54.36	(11.63)
420142 · Soc Sec/Medicare	411.88	385.46	26.42
420900 · Employee Retirement(FURS)	3,291.40	3,272.18	19.22
420140 · Worker's Comp	3,629.82	3,802.94	(173.12)
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Total420100 · Labor	40,069.88	38,236.28	1,833.60
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Total Expense	40,069.88	38,236.28	1,833.60
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Net Ordinary Income	(40,069.88)	(38,236.28)	(1,833.60)
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Net Income	(40,069.88)	(38,236.28)	

(1,833.60)

Big Mountain Fire District Budget vs. Actual July 2019

	Jul 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
310000 · Tax Assessment Revenue	6,519.08	432,758.00	(426,238.92)	1.5%
330000 · Intergovernmental Revenue	0.00	13,800.00	(13,800.00)	0.0%
342000 · Public Safety	4,753.64	50,000.00	(45,246.36)	9.5%
362000 · Insurance Reimbursement	138.00	0.00	138.00	100.0%
365000 · Contribution and Donations	0.00	4,700.00	(4,700.00)	0.0%
370000 · Interest Income	0.00	1,500.00	(1,500.00)	0.0%
Total Income	11,410.72	502,758.00	(491,347.28)	2.3%
Expense				
420100 · Labor	36,440.06	457,369.00	(420,928.94)	8.0%
420210 · Office Supplies	0.00	500.00	(500.00)	0.0%
420220 · Operations - General	562.11	6,000.00	(5,437.89)	9.4%
420221 · Operations - Ambulance	365.68	3,000.00	(2,634.32)	12.2%
420222 · Personal Equipment	0.00	3,000.00	(3,000.00)	0.0%
420231 · Fuel	193.67	3,000.00	(2,806.33)	6.5%
420330 · Dues & Subscriptions	0.00	160.00	(160.00)	0.0%
420350 · Administrative Expense	161.48	12,500.00	(12,338.52)	1.3%
420361 · Building Repairs & Maintenance	0.00	2,500.00	(2,500.00)	0.0%
420362 · Vehicle Maintenance	756.87	4,000.00	(3,243.13)	18.9%
420480 · Communications	0.00	200.00	(200.00)	0.0%
420510 · Health Insurance	2,929.61	40,000.00	(37,070.39)	7.3%
420511 · Liability/Property Insurance	0.00	8,600.00	(8,600.00)	0.0%
420390 · Taxes	0.00	216.00	(216.00)	0.0%
420430 · Personnel Training	0.00	5,500.00	(5,500.00)	0.0%
420340 · Utilities	501.02	8,000.00	(7,498.98)	6.3%
Total Expense	41,910.50	554,545.00	(512,634.50)	7.6%
Net Ordinary Income	(30,499.78)	(51,787.00)	21,287.22	58.9%
Other Income/Expense				
Other Expense				
600610 · Debt Service	564.82	6,780.00	(6,215.18)	8.3%
Total Other Expense	564.82	6,780.00	(6,215.18)	8.3%
Net Other Income	(564.82)	(6,780.00)	6,215.18	8.3%
Net Income	(31,064.60)	(58,567.00)	27,502.40	53.0%

Motion to approve Treasurer's Report was made by Phil Waddell and seconded by Paul Silverman.
Motion passed unanimously.

OLD BUSINESS:

- Rhona Meislik, Treasurer, Big Mountain Firefighters Association (BMFA) updated the Board on BMFA fundraising efforts, including significant recent contributions. A specific initiative is underway to help finance BMFD's purchase of a new elevated stream fire truck. No additional funds are expected from the County, but Rhona is working with the Whitefish Community Foundation on a possible grant and is moving forward to solicit donations from local property owners and other impacted parties.
- A meeting among Chief DeVall, Rhona Meislik, and Winter Sports Inc. (WSI) CEO Dan Graves addressed various issues of mutual interest, including the proposed annexation of Big Mountain by the city of Whitefish. Graves suggested a meeting among Mountain stakeholders to discuss this potential development. Of particular concern to BMFD is the possible relocation of the BMFD firehouse to the bottom of Big Mountain. Such a move would have a negative impact on Mountain fire safety and would significantly increase fire insurance rates for property owners.
- Jerry Meislik has been officially appointed to the BMFD Board of Trustees.

NEW BUSINESS:

- The Big Mountain Community (BMC) and WSI are assembling an email and cell phone data base for use in contacting Mountain residents and other stakeholders in case of emergencies such as wildland fires or wild animal threats.
- Local homeowner associations (HOAs) are being invited by BMC to participate in the implementation of a BMC website.
- The Elk Highlands HOA will sponsor a showing of the fire safety video, "Era of Megafires," at Kandahar Lodge on January 3, 2020.
- Chief DeVall is undertaking an effort to identify local authorities and stakeholders in District parking concerns and building occupancy limits. In addition to BMFD, other parties involved in these issues are local HOAs, Grizzly Security, and Big Mountain Sewer District.

EMPLOYEE COMMENT:

- BMFD firefighters wish to pursue the subject of their pay levels relative to other area fire departments. The question was raised as to whether potential pay increases could be funded by modified millage and/or property tax sourcing.

NEXT MEETING: December 9, 2019, 9:00am

ADJOURNMENT: Motion to adjourn was made by Paul Silverman and seconded by Jerry Meislik.
Motion passed unanimously, and meeting was adjourned at 11:38am.