

Bigfork Fire District Trustee Meeting

May 28th, 2019

Trustees: Zack Anderson, Dan Elwell, Robert Borges, Andrew Sliter, Seth Price

Guests: Chief-Mark Thiry, Cindy Norred, Jeremy Patton, Tracey Gembala

Opened at 17:32

1. **General Public Comment: None**
2. **Review/Approval of meeting minutes April 23rd, 2019:**

A motion was made to approve April 23rd, 2019 meeting minutes. Elwell (1st), Borges (2nd) all in favor, none opposed.
3. **Review/Approval of Purchase Orders: None were presented**
4. **Review Reconciliation of Financial Statements and Bills Paid.** A motion was made to approve Reconciliation of Financial Statements and Bills Paid. Elwell (1st), Price(2nd) all in favor, none opposed. Zack wanted to note that the Auditor sent a questionnaire for himself, Chief and Norred to fill out. Some of the questions were about fraud etc. just an FYI.
5. **Fire Chief Report:** See attached Chief's report
6. **Apparatus Committee Report:** Committee has met with Horton and Braun and has looked at both ambulances. Horton gave a quote but will need to change and give back with specs. Going with ford cab & chassis, which is the only thing they can get at this time. Committee will be meeting next week for more specs and minor changes then will get out to bid. Gembala, York, Bakker, Patton and Borges are on the committee, but all on depart are passing info along to committee members. January 1st goal, old ambulance will be possible trade in, Horton gave a trade in value of \$12,000.00.
7. **Old Business**
 - A. **Gary Wilson appointed Bigfork Fire Trustee May 20th, 2019-Effective June 1st, 2019:**

- B. **Vacation Payout for Part-Time Personnel Policy 225.00 - 3rd Final Reading:** A motion was made to approve Policy 225.00 effective July 1st, 2019. Elwell (1st), Borges (2nd) all in favor, none opposed.
- C. **Policy effective dates for 220.01 & Appendix 400-I that were approved last month-July 1st new budget:** A motion was made to approve effective date of July 1st, 2019 for policy 220.01 & Appendix 400-1. Price (1st), Borges (2nd) all in favor, none opposed.
- D. **Discussion on Property/Building Update:** Gary Wilson might have some contacts.
- E. **Paving Estimates Update:** Elwell will try to get estimate.
- F. **Personnel Full-Time Positions Update:** Jobs have been posted and a few applications have started to come in.

8. New Business:

- A. **Wage Discussion Per Appendix 400-I Convene into Closed Session Pursuant to MCA 2-3-203 (3):** 18:44 went to Close Session, this was moved to J.
- B. **Convene back into Open Session:** 19:06 back to open session
- C. **Budget Discussion-Base Wage range EMT, EMT+, AEMT, Long Term, FY20, Health Insurance:** See attached budget sheets, CIP, Insurance etc. Discussion on follow up from Budget workshop. All are Fire Fighters none are just EMTs. Last month board set a base value on wages. Overall is looking good with numbers presented.
- D. **Follow-up Health Insurance:** Discussion on this following the last meeting. A motion was made to approve to increase HSA, the matching to \$50.00 per pay period and continue with \$500.00 January 1st and include a July 1st \$500.00 contribution to HSA and continue the current contributions on plans effective July 1st, 2019. Price (1st), Borges (2nd) all in favor, none opposed.
- E. **FY20 Preliminary Budget Set date for Public Hearing & Meeting:** A motion was made to approve the set date of June 25th at 5:30 for the FY20 Preliminary Budget Public Hearing and Trustee Meeting to follow. Elwell (1st), Borges (2nd) all in favor, none opposed.
- F. **Approval of Resolution 2019-2: To transfer Budget Line Item 940-3 CIP-Apparatus Fund#7205 for amount of \$286,000.00 to Fund#7254 and additional revenue that came from Contract Service-Wildfires Line Item 342022 FUND#7205 for amount of \$33,725.03 to transfer to Fund#7254, and the Proceeds sale of capital asset (Ladder Truck) Line Item 381072 Fund#7205 for the amount of \$75,000.00 to transfer to Fund#7254. Total transfer of \$394,725.03 from Fund#7205 to Fund#7254:** A motion

was made to approve Resolution 2019-2 as written. Elwell (1st), Price (2nd) all in favor, none opposed.

G. **Audit Notice from Denning & Downey & Assoc.** Notice was provided to the district board as attached.

H. **Resignation approval-JL:** A motion was made to approve resignation of JL. Price (1st), Borges (2nd) all in favor, none opposed.

I. **Hire Approval Pending Results of Pre-Employment Screening-FA & MH:** A motion was made to approve to hire FA & MH pending the results of pre-employment screening are good. Sliter (1st), Price (2nd) all in favor, none opposed.

9. **General Public Comment:** None

10. **Motion to Adjourn:** Elwell (1st), Borges(2nd) all in favor, none opposed.

Meeting adjourned at 19:06.

Minutes Approved:  Chairman-Zack Anderson

 Recorder-Cindy Norred