

## BIGFORK FIRE DISTRICT TRUSTEE

April 27<sup>th</sup>, 2021

5:30pm

**Trustees:** Dan Elwell, Seth Price, Gary Wilson, Robert Borges

**Absent Trustees:** Andrew Sliter

**Guests:** Interim Chief-Jeremy Patton, Cindy Norred, Michael Hingiss, Tracey Gembala, Bethany Martiny, Sean Kehl, Sean Reffner, Andrea Alvarez, Emily Smith, Tom Pauley

\*Meeting was recorded

1. **Call Meeting to Order & Pledge of Allegiance:** 17:30
2. **General Public Comment:** Tom Pauley was wanting board to consider restoring the old steamer. Has discovered that it is the only one in the world like it. It was worth some money and he has a guy from Great Falls interested in donating his time to restore it. Tom was interested in setting up a go fund me with Friends of Bigfork Fire because there are a number of individuals across the country that want to donate. Board explained that they wanted Chief Patton to investigate further with the details and follow up.
3. **Review/Approval of meeting minutes March 30<sup>th</sup>, 2021:** A motion to approve the minutes from March 30<sup>th</sup>, 2021, Wilson (1<sup>st</sup>), Borges (2<sup>nd</sup>), no comments, all in favor, none opposed.
4. **Review/Approval of Purchase Orders:** None were presented.
5. **Review/Approval of Reconciliation of Financial Statements and Bills Paid:** Wilson questioned the over budget on the line-item apparatus maintenance. It was explained the new engine for white truck and an accident repair cost on ambulance, some of the accident repair was reimbursed by the insurance company that came did come back on the income side. A motion to accept, Price (1<sup>st</sup>), Wilson (2<sup>nd</sup>), no comments, all in favor, none opposed.
6. **Committee Reports: Set up budget committee or special meeting for budget workshop all board members.** Board would like a special workshop meeting posted for May 25<sup>th</sup> at 4:30.
7. **Fire Chief's Report:** See attached report
8. **Convene into Closed Session Pursuant to MCA 2-3-203 (3):** *Went into close session at 18:10.*
9. **Reconvene into Open Session:** Back from close session at 18:33.

10. **Old Business:** Elwell would like to go with a consent agenda next time.

**A. Echo Lake Fire Hall logging project complete:** The project is completed.

11. **New Business:**

**A. Hire Full-time Paramedic with conditional offer pending screening results:**

\*See GREEN SHEET attached. Sean was recommended. A motion to hire Sean as full-time paramedic, Borges (1<sup>st</sup>), Price(2<sup>nd</sup>), no comments, all in favor, none opposed.

**B. Hire 2 PRN Paramedics with conditional offer pending screening results:**

\*See GREEN SHEET attached. Jessica Owens and Abigail Miller were recommended. A motion to accept two paramedic PRNs, Wilson (1<sup>st</sup>), Borges (2<sup>nd</sup>), no comments, all in favor, none opposed.

**C. Hire Full-time Operations Chief:** \*See GREEN SHEET attached. Had one applicant. Interview was conducted at the same time as the Paramedics. Interviewers were Gary Mahugh, Mary Granger and Ed Burlingame. They recommended to hire Michael Hingiss as full-time Operations Chief. A motion to hire, Borges (1<sup>st</sup>), Price (2<sup>nd</sup>), no comments, all in favor, none opposed.

**D. Approve June 29<sup>th</sup>, 2021 at 5:00pm for the FY22 Preliminary Budget Hearing Meeting:** A motion, Price (1<sup>st</sup>), Wilson (2<sup>nd</sup>), no comments, all in favor, none opposed.

**E. Approve for Chief's signature of contract for ride along students:** \*See GREEN SHEET attached. A motion to approve ride along students, Price (1<sup>st</sup>), Borges (2<sup>nd</sup>), no comments, all in favor, none opposed.

**F. Appendix H-Revision:** \*See GREEN SHEET attached. It was explained there had not been any increase of charges for a number of years. A motion to approve Appendix H, Elwell (1<sup>st</sup>), Borges (2<sup>nd</sup>), no comments, all in favor, none opposed.

**G. Health, Dental, Vision Insurance Benefit Approval:** \*See GREEN SHEET attached. A motion to approve health, dental, vision benefit to stay the same for employees for now, Elwell (1<sup>st</sup>), Borges (2<sup>nd</sup>), no comments, all in favor, none opposed.

**H. One time vacation payout for Patton's Position:** \*See GREEN SHEET attached. Patton has a lot of vacation hours, he either has to take off from the district or could cash in with possible approval. A motion to payout to bring Jeremy's vacation time down to where it needs to be with the rates at

those time accrued per position, Price (1<sup>st</sup>), Borges (2<sup>nd</sup>), no comments,  
Borges, Wilson, Price in favor, Elwell opposed.

12. **General Public Comment:** No comments were made

13. **Motion to Adjourn:** Borges (1<sup>st</sup>), Price (2<sup>nd</sup>) all in favor, none opposed.

Meeting adjourned: 18:33

Minutes Approved:

  
\_\_\_\_\_, Trustee

  
\_\_\_\_\_, Recorder

## **BIGFORK FIRE DISTRICT TRUSTEE**

### **"GREEN SHEET"**

**April 27<sup>th</sup>, 2021**

#### **11. NEW BUSINESS**

**A. Hire Full-time Paramedic with conditional offer pending screening results (Action Item)**

Hire 1 FT FF/Medic start date of 4/22/2021 at Probationary rate and then \$17.00/hr. plus benefits.

**B. Hire 2 PRN Paramedics with conditional offer pending screening results (Action Item)**

Hire 2 PT FF/Medics start date of 4/23/2021 at Probationary rate and then \$17.00/hr.

**C. Hire Full-time Operations Chief (Action Item)**

Hire Full-time Operations Chief-\$17.79/hr. plus benefits.

**E. Approval for Chief's signature of contract for ride along students**

We have the opportunity to have FVCC paramedic students complete their ride-along requirements with the Bigfork Fire Department. Several other departments in the Valley participate, however, we have not participated in the past. The cost of our aggregate insurance would go up about \$3523/year because of the higher umbrella limits that the Department would be required to carry. We currently have \$1M/\$2M and we would increase our coverage to \$3M/\$6M. The extra cost for this coverage would be mostly offset by the \$2/hr. payment that FVCC would pay the Department for accepting the students. The Department would also benefit by having the extra help in the fire hall during some of our busiest months. Additionally, Bigfork Fire would not have to provide the workers comp. insurance for the students. This would provide extra insurance coverage for the Department without much cost overall.

- F. Appendix H-Revision**—there has never been an increase in the charges for service. Our costs have increased over the years and it is time to make an adjustment.
- G. Health, Dental, Vision Insurance Benefit Approval (Action Item)**—The current budgeted amount is \$118,000 for all health benefits. If the Board approves \$118,000 at this time, it will allow the administrative staff to work with the increases that we have been quoted. Our current health insurance increased 50%, but we have quotes from Pacific Source that this amount will cover with some adjustments.
- H. One time vacation payout for Patton's Position (Action Item)**  
Patton has 360.50 hrs. of vacation time accrued. Part time pay out per current policy allows the employee to cash out at year end automatically down to 120hrs. Full time employees are to use or not to exceed 240hrs. With being hired in a new position, Administrative staff recommends paying down in this budget year or Patton will have to take off approximately 2 months. Current hourly rate is \$26.68/hr. (Action Item)