

BIGFORK FIRE DISTRICT TRUSTEE

December 28th, 2021

5:30pm

Trustees: Dan Elwell, Gary Wilson, Andrew Sliter

Absent Trustees: Robert Borges, Seth Price

Guests: Chief-Jeremy Patton, Michael Hingiss, Cindy Norred, Sean Kehl, Sean Reffner, Tyler Hayes, Trenton Tilton, Danny Horgan, Alida Tinch

*Meeting was recorded

1. CALL MEETING TO ORDER/PLEDGE OF ALLEGIANCE at 17:30
2. GENERAL PUBLIC COMMENT* No general public comment
3. CONSENT AGENDA

- A. Approval of Agenda as Presented
- B. Approval of Purchase Orders: 8183
- C. Approval of Meeting Minutes for November 30th, 2021, as Presented
- D. Approval of Reconciliation of Financial Statements and Bills Paid as Presented
- E. Approval of Appendix 400-H Revised
- F. Approval of Resignation of IK and BV
- G. Approval of Hiring Volunteer FF/EMT SF
- H. Approval of Edit to Residential Volunteer Contract
- I. Approval of Hiring Residential Volunteer(s) KC and AB
- J. Approval of Hiring Part-time FF/EMT-P CB
- K. Approval of Phone Contract

A motion to accept the consent agenda A, B, C, D, E, F, I,-J, and remove H for discussion & remove G. Sliter (1st) Wilson(2nd), no comments, all in favor, none opposed. *See green sheet for details of each line item.

4. **ITEMS FOR REPORT**

A. **Fire Chief's Report*** See attached report from Chief Patton

5. **UNFINISHED BUSINESS-ACTION ITEMS/DISCUSSION ITEMS**

Public Comment: Danny Horgan & Alida Tinch had concerns with the response times to the Bigfork community and wanted to know How do they help? It was explained that the district is struggling with staffing, cost and the increased call volume with the population increased in the last few years. It was discussed that fund raising would be helpful, but the district needs permanent funds to continue year after year.

6. **Convene into Closed Session Pursuant to MCA 2-3-203 (3)**: Board went to close session at 18:02

7. **Reconvene into Open Session:** Board back from close session at 18:19

8. **NEW BUSINESS-ACTION ITEMS/DISCUSSION ITEMS**

A. **Bonuses:** A motion to approve bonuses up to \$5000.00 as Jeremy presented with plan from close session. Sliters (1st), Wilson (2nd), no comments, all in favor, none opposed.

B. **Letters from Close session:** A motion to accept letter of resignation and letter of appeal concerning with a 90-day extension. Wilson (1st), Sliter (2nd), no comments, all in favor, none opposed.


H. **Consent Agenda: Approval of Edit to Residential Volunteer Contract:**

Board discussion on changes as presented. *See revised contract as presented to the board. Sliter's had some recommendations to add. Last page of Contract #9 Sliter was concerned with what happens if? Last sentence change may to will. A motion to approve the volunteer contract, and change may to will. Sliters (1st), Wilson (2nd), no comments, all in favor, none opposed.

9. **Motion to Adjourn:** Wilson (1st), Sliter (2nd) no comments, all in favor, none opposed.

Meeting adjourned: 18:26

Minutes Approved:  Trustee

 Recorder

BIGFORK FIRE DISTRICT TRUSTEE

"GREEN SHEET"

December 28th, 2021

3. CONSENT AGENDA

- A. **Approval of Agenda as Presented**
- B. **Approval of Purchase Orders—8183:** This PO is requesting approval to purchase gym equipment for the Bigfork Fire Hall. There was \$8,000.00 set aside in the CIP fund for this purchase. Currently, the purchase amount would be approximately \$5,000.00 for equipment, but an authorization up to \$8,000.00 is being requested.
- C. **Approval of Meeting Minutes for November 28th, 2021, as Presented**
- D. **Approval of Reconciliation of Financial Statements and Bills Paid as Presented**
- E. **Approval of Appendix 400-H Revised:** There was some confusion with the billing company about fees for certain calls. This revision will help to clarify the billing structure.
- F. **Approval of Resignation of IK and BV:** Irina Korchmar has moved out of state and Brodie Verworn has submitted a letter of resignation effective February 1st, 2022. Brodie will have been with Bigfork Fire for 10 years as of January 2022.
- G. **Approval of Hiring Volunteer FF/EMT SF:** Sherri Freeman lives in the Bigfork Fire District and is close to having her EMT License. She is wanting to be hired as a volunteer FF until she gets her state license and would then like to be hired to work shifts as a part-time FF/EMT.
- H. **Approval of Edit to Residential Volunteer Contract:** We have two applicants that have accepted the position of residential firefighter so far. They will be starting in January. The contract has a few modifications made that are highlighted in Yellow (additions) and Red Font (Deleted).
- I. **Approval of Hiring Residential Volunteer(s) KC and AB:** Kai Carvey and Austin Brady have both applied, been interviewed, and had reference checks completed.
- J. **Approval of Hiring Part-time FF/EMT-P CB:** Cody Butler is a firefighter paramedic that will be working full-time for Kalispell and looking to work part-time for Bigfork Fire.
- K. **Approval of Phone Contract:** Our phone systems have stopped functioning properly. Our current system is outdated and cannot be serviced; therefore, we obtained a quote to upgrade our phone system. The contract with

Granite Technology Solutions would cost \$125.00 per month for three years.
There is a one-time set-up cost of \$745 for equipment and labor.

4. **NEW BUSINESS-ACTION ITEMS/DISCUSSION ITEMS**

A. **Bonuses:** The Board will decide if any bonuses are paid for 2021.

BIGFORK FIRE DEPARTMENT
Originated by District Board

DEC 28 2021

Chief JP Date 12/27/21
Trustee OK Date 12/27/21