

Evergreen Fire District Board of Trustees Regular Meeting

Meeting Minutes
Regular Board Meeting of November 7, 2016

Board members present: *Shawn Baker, Dave Adams, Dave Edwards*

Board members absent: *John Foust, Jack Fallon*

District Staff/Employees: *Fire Chief Craig Williams*

Public Attendance: *(none)*

MEETING OF NOVEMBER 7, 2016 CALLED TO ORDER AT 4:32 P.M.

PUBLIC IN ATTENDANCE RECOGNIZED:

(none)

PUBLIC COMMENT:

(none)

At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.

FINANCIALS:

1. Discuss and Approve September Financials

Dave Adams moves to approve the September financials; seconded by Dave Edwards; motion passes.

PAST ITEMS/UPDATES:

1. Discuss and Approve October 3, 2016 Meeting Minutes

Dave Edwards made motion to approve meeting minutes of October 3 2016; seconded by Dave Adams; motion passes.

2. Resolution number change 2017-01 to 2016-09

Craig explains to Board members that there was an error in the number of the resolution and that it would not be the first resolution for 2017. The only thing to

be changed is the number; not the wording. Shawn Baker signs the resolution and Jack's signature will be added.

Dave Adams moves to approve the Resolutions number change; seconded by Dave Edwards; motion passes.

3. Apparatus Update

Craig informs Board members that we have 5 options at the present time with General Fire/Rosenbauer International for apparatus. Someone from General Fire will be in attendance for the next Board Meeting on December 5th to go over those options and to answer any questions and address concerns. He tells the Board that he did speak with the Chief of Hidden Lakes Fire Department who believes that to rechassis and remount is the best option; 3 major components redone for \$100,000.00 vs their bid for a new engine at \$680,000.00. Rosenbauer has recently opened up a new plant specifically for remelts, rechassis and refurbishes of old apparatus because fire districts don't have the money in their budgets for new apparatus. We would get a brand new chassis, new electrical overhaul; all with warranty. The frame is the same but with everything else new, apparatus will have a new VIN and the frame can be stamped 2017. Craig told them that he would need costs for each option to show to the Board. He does not know what the turn-around time would be to have a refurbished apparatus ready for operation but doesn't anticipate an extensive wait time as the apparatus frame and engine will not change. He tells the Board that he had asked "What if we come to the consensus that we just don't want to deal with this truck anymore?" "How does that process work?" The company's response was "To keep us out of it, we will contract with a second party and bring in somebody to assess the truck and give you a value and then we will sit down and negotiate a fair trade-in value that you can use towards a slightly used truck, demo truck or brand new truck." The second party assessment is done so that the Company cannot be accused of giving a decent price upfront and then jacking up the price at the tail end of a deal. Board member Dave Edwards asks if there is another company that we can work with and Craig tells him in order to get trade-in value we have to work with General Fire because they are who it was purchased from. To do otherwise, we'd have to sell the truck and cannot do that on the open market because it's not supported and has a horrible repair history which was why Craig wrote the letter to the CEO of Rosenbauer; so we could either sell it back to them for a down or fix it. Craig tells the Board that Evergreen Fire has an approximate maximum of \$280,000.00. Craig and Jack met for an hour and discussed the need to either kill CIP in its entirety or leave a reserve in it. Board member Baker's view is that it's not something that is drawing a lot of interest by keeping a large amount of money in it. Board member Adams view is that \$15,000.00 to \$20,000.00 should be kept in the CIP account in case something happened and it was needed. General consensus in agreement with Adams and Board members will be thinking of a number to leave in that account for next Board meeting.

4. Trustee signatory stamp discussion

Craig tells Board members that there are continued issues with getting signatures on checks making signatory stamps even more desirable for convenience. He tells the Board that he and Board member Jack Fallon had also discussed this prior to the meeting and Jack is still adamantly opposed to having a stamp or even signing a check that has already been stamped because he feels that there is always a Trustee available if given enough notice. Craig told Jack that all Board members already know that we consistently need two signatures on Tuesdays and the availability isn't going to change. So the one proposed process is to exhaust all resources (Trustees) for signatures and use a stamp as a last resort followed up by an email to Trustee with notification that contact was attempted with no availability so signatory stamp was used. Signatory stamps would be kept in a locked cabinet. Craig raised the question of a Board vote being necessary for a Board member to have and give authorization for its use. Board member Edwards asked if we could have signatures digitally/electronically added to checks as they are printed by EFD accountant. Craig told the Board members that he would check into both questions.

NEW ITEMS/UPDATES:

Craig tells the Board that in their packet is a hand out on the MT Fire Trustee Association meeting that Chair Board member, Jack Fallon attended. Jack is absent from this meeting so Board members will have to review the hand out.

RESOLUTIONS:

(none)

PROPOSALS:

Craig informs the Board that a proposal was received for SCBA Maintenance Hydro Tests which are necessary. The proposal states \$7,193.00. Tests are done yearly and then there are other tests that are done every couple of years. Craig states that this is not something that normally comes before the Board but for the purpose of full disclosure; some cuts were made to the budget that included turnouts and SCBA and the proposal comes in over the budget item; not as a whole but as a line item for maintenance. It is over by \$2,000.00 in the maintenance budget. Trustee Baker expressed thanks to Craig for being diligent in keeping the Board informed and mindfulness of the budget.

CHIEF'S REPORT

1. Call Volume

Craig briefly goes over the spreadsheet/bar graph that shows that even though there were some slow periods overall numbers are up across the board from this time last year. This was in answer to a question asked at the last Board meeting about revenue because call volume had seemed to slow down.

2. Inter-facility staffing plan

Craig tells the Board that out of necessity the number of fire requirements had to be reduced to bring in adequate staffing. He said if EFD staffing is not adequate then the transfers get dropped which drops revenue. There have been 7 interviews conducted so far with 2 applicants willing to do fire as well. Craig expresses concern to the Board not to confuse these additions with normal applicants. These candidates are given the option because they are brought in specifically for inter facility transfers and are a different demographic; some are older or individuals who are not interested in the fire aspect. However, they can still be trained to fill SCBA, swap cylinders and do rehab and other fire duties.

Meeting adjourned at 5:05 P.M.

The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.

Submitted by: _____
Secretary

Signed by: _____
Jack Fallon- Chairman