

Evergreen Fire District Board of Trustees Regular Meeting

Agenda

Regular Board Meeting of December 5, 2016

CALL MEETING TO ORDER:

RECOGNIZE PUBLIC IN ATTENDANCE:

PUBLIC COMMENT:

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 October Financials

PAST ITEMS/UPDATES:

1. Approve Meeting Minutes of November 7, 2016
2. Apparatus Update
3. MT Fire Trustee Association Meeting Discussion

NEW ITEMS/UPDATES:

1. Christmas gift certificates approval

RESOLUTIONS:

PROPOSALS:

CHIEF'S REPORT:

1. November Call Volume
2. Luminaries

Adjourn.

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.

Evergreen Fire District Board of Trustees Regular Meeting

Meeting Minutes
Regular Board Meeting of December 5, 2016

CALL MEETING TO ORDER

Jack calls meeting to order at 4:14 pm. All Trustees in attendance.

RECOGNIZE PUBLIC IN ATTENDANCE:

(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 October Financials

Jack asks for comments on October financials. There are none.

Dave Edwards moves to approve October financials and Shawn Baker seconds the motion.

No discussion with all Trustees in favor of approval. Motion passes.

PAST ITEMS/UPDATES:

1. Approve Meeting Minutes of November 7, 2016

No discussion on approval of Meeting Minutes for November 7, 2016. Shawn Baker motions to approve the minutes. Dave Adams seconds the motion. All Trustees are in favor of approval. Motion passes.

2. Apparatus Update

Craig updates Board Members and states that the GM of General Fire would like to schedule more of a workshop. He had planned to attend the Board Meeting but was concerned initially with the amount of time he would have had because he was going to go over the options Craig had presented to the Board at the last meeting but with more detail and numbers. The GM would like more of a workshop to focus on the apparatus and the options that will be presented. Craig explains that General Fire has a lot going on this time of year with workshops and builds and that General Fire has not been very

timely in responding to emails or phone calls. Craig has let them know that Evergreen Fire District wants to get moving on the apparatus situation. He states that he is more willing to look at abandoning General Fire but with that comes little to no revenue or value out of the current truck unless EFD continues to have a good working relationship with General Fire. We would have to look to Pacific Iron and Steel with no down. Craig states he will be hard pressed to get General Fire to commit to a day and time in which to have the workshop but will try to arrange it so that Board Members are given as much advance notice as possible. Craig has asked for talking points in the interim. Craig states that most of the decision making will be based on cost and each option has a cost. However, he does not know what those costs are because he hasn't been told yet. There will be an initial cost to having a second party (inspector) to come in and inspect 831 but Craig does not know what is going to be associated with that cost (i.e., motel, mileage, air fare and etc.) but is appreciative of the fact that General Fire is willing to bring in an unaffiliated 2nd party to appraise the apparatus. Ben asks where the inspector would be coming from and Craig stated that Brindlee Mountain was discussed. Brindlee Mtn. was who EFD tried to sell 832 through on the east coast (Alabama). Craig reiterates that we are dealing with General Fire because they are the company 831 was purchased from and that they are the Rosenbauer distributor for inland northwest even though there are 3 manufacturers involved. Craig states that the communication with Brandon (General Fire contact) has been positive and good but that getting him to commit to a day and time has been difficult.

Due to Jack's absence at the last meeting, Craig brings up the discussion of what balance is to remain in CIP. Craig tells Jack that the Board seemed to agree that there should be a "nest egg" left in CIP in case of emergency. Jack responded that he did not have a problem with CIP going to zero. Jack asks Craig what the Board will hear from Brandon that will change anything. Craig tells Jack that each option that will be presented is incredibly different from each other as well as the costs associated with each. Craig reiterates that he has had no discussion to date with any of the costs; not even the cost of inspection and rather than be the middle man and misinterpret any of the information he will receive, Craig has asked Brandon to put the information on paper to be distributed or present information in person. Ben asks if we can do a conference call and Craig says he will find out if that is an option for Brandon. Craig states that his biggest concern going with refurbishing 831 which means keeping chassis but new wiring harness and etc., that everything is under warranty and that he will demand it. However, the process cannot get started without the 2nd party inspection of the apparatus. Jack asks Craig if the inspection then is "our nickel" and Craig reiterates that he doesn't know but that Brandon coming over to discuss the options is free. Jack states that he won't "get together" with anyone until we get a better idea of what's involved with costs. Jack wants the Board to have everything from General Fire in writing and doesn't feel meeting with anyone (other than inspector) is necessary. Craig states that he feels Brandon is waiting on answers too to the 6 questions Craig had asked regarding the cost of the appraisal (i.e., is that on us entirely, are we committed to the project by getting the appraisal). Jack states he doesn't want to meet with him until we have all of the preliminaries figured out and the warranties and etc. John Foust states that his opinion of the apparatus is that it is a lemon and that we should just go with a different truck. Craig states that the problems have not been mechanical but electrical and that Kyle Nace, who has done the majority of the

repairs to the apparatus, says it is an electrical issue that has created the problems with the pump and etc. Craig gives the example of losing power and not being able to physically pump water and states that it is an electrical problem and not a mechanical one. Craig states that his research confirms the 2017 Commander coming out of Rosenbauer has the same frame and the same technology of 831 and it doesn't make sense to purchase a new truck as it would not be cost effective. Dave Adams asks what the hold-up is on getting the inspection done. Craig states that it has to be scheduled through and in conjunction with General Fire. Jack and Craig agree that the appraisal should be included in the cost and carried by General Fire until EFD is billed and avoid having liability transferred to EFD. Patience are unanimously wearing thin regarding Brandon and General Fire in terms of still not having answers to Craig's questions and being notoriously slow to respond to EFD over the past 20 years. Other options are revisited and include 1) refurbish 831 2) buy used 3) buy refurbished 4) buy new. EFD cannot afford to purchase new so would have to take out a loan for a down payment. The option of continuing to look for refurbished but not with General Fire is discussed with the understanding that it could mean more problems but with a different apparatus. Shawn Baker states that he is willing to look at those options rather than wait anymore for General Fire to respond. Craig states that he can send out a request for bids for refurbished apparatus but states continuing to work with General Fire could save a couple hundred thousand dollars. Craig tells the Board that he will send out a strongly worded email to Brandon regarding the lack of timely communication and progress in this process and will set some deadlines. John Foust states that he would like Craig to get the ball rolling with bids but Craig tells him it will generate a cost. Jack reminds everyone that there is about \$150,000.00 in CIP and states that we may be able to add about \$50,000.00 over the next 2 years for a total of \$200,000.00 (zeroing out CIP). EFD will not have the money to pay for any kind of lease or loan beyond that point and time which limits EFD to about a \$200,000.00 expenditure and realistically limiting EFD to buying refurbished apparatus. Dave Edwards asks if there are grants available. Craig states there are Intercap loans and grants available. Jack states that it may be possible to ask for \$10,000.00 from the Weyerhaeuser Foundation and maybe start seeking out the applications for them. Craig states that he could try putting in for an AFG grant. In closing of this discussion Craig tells the Board that he will copy all Trustees with his email to Brandon at General Fire.

3. MT Fire Trustee Association Meeting Discussion

Jack refers to his hand written notes (page 4) in the packets that had been handed out at the previous meeting. He states that what he got out of the training is the importance of 2 main points: 1) understanding what our community demographics are and what they are willing to support as well as the differences between the demographics; from The Bluff to Evergreen to near the airport; all different demographics requiring different support with different needs and expectations of EFD. They will all have different abilities to support the operations of EFD. Jack states that EFD needs to have a good understanding of who the customers are Vs who the tax payers are, and 2) knowing what our model is. He states EFD also needs to come up with a model going forward. Are we always going to be a hybrid? Meaning, is EFD always going to be paid/volunteer? entirely paid? A concerted effort has to be made to define the model of EFD. Jack states there were about 40 people in attendance with 5 being presenters at the meeting. Ben asks Jack if there

were any departments similar to ours being represented by a trustee at the meeting. Jack said no but stated a trustee from East Helena keeps a separate spreadsheet in excel for tracking and data entry on a monthly and yearly basis. Jack states that he doesn't want to do this, necessarily but that we need to work on our budgeting aspect in QB. Ben concurs that the classes are not the same as budget items and they should be. Ben states that we should be doing our budget based on QuickBooks and that is what we are working towards. Jack states that he doesn't know if attending warrants the \$500.00 per year to be a member. The biggest benefit is that the money helps pay for lobbyists trying to ensure best interests of fire districts. EFD has paid dues in the past to support Leonard Lundby who does good work as a lobbyist. Jack states that the Board needs to decide whether to pay the \$500.00 annual association fee or not. It is not in the budget but could be put in next year's budget.

No action will be taken on membership of the MT Fire Trustees Association and we will remain a non-member.

NEW ITEMS/UPDATES:

1. Christmas gift certificates approval

Craig states this is the annual "thank you" where gift certificates are purchased from Super 1 for the fire department personnel for \$25.00 each. Dave Edwards asks if people who never show up for anything but are still on EFD books are included in receiving a gift certificate and Craig states that yes, they are because they are still considered personnel.

Shawn Baker makes a motion to purchase 38 gift certificates at \$25.00 each. John Foust seconds the motion. Motion passes 3 to 1 with Shawn Baker, John Foust and Dave Adams voting 'aye' and Dave Edwards voting 'nay'.

RESOLUTIONS:

(none)

PROPOSALS:

(none)

CHIEF'S REPORT:

1. November Call Volume

Craig states there were 165 calls last month with EFD being up in numbers in all services from this time last year. Craig states that we are doing well financially due to EFD personnel documenting better than they ever have and our billing company collecting payments. We are up \$30,000.00 over last year in the ambulance account for billing. Craig praises EFD crews in their documentation and personnel's understanding of how they are being paid; tax paid dollars for hard work, excellent documentation and a good billing company.

2. Luminaries

Craig states that the Annual Luminary set up will begin at 2pm on December 24. Craig gives the Board an open invitation to participate in setting out the luminaries and to help pick them up Christmas morning. Craig states that after much experimenting with different types of lights (from candle to 3 different hybrids of luminary) the best we can do is a completely waterproof, windproof LEDT light. Craig tells the Board that EFD Paramedic Terri Shively's family purchased them for EFD last year and are the very best. It has taken a lot of the stress off of EFD because they are dependable no matter what the weather conditions may be. Craig states that he had no idea what it had cost until he started looking at replacement batteries and guesses it must have been over \$2,000.00. He tells the Board that after going through 2000 lights that 800 batteries need to be replaced which will have a direct affect and effect on the appearance of the luminaries. Craig states that, going forward, a way to fund the replacement batteries annually is needed. The luminaries brought in \$215.00 last year. They are memorial bags that are purchased for \$5.00 each. The proceeds went in to 4212. Craig states that he wants to take that money (\$215.00) and apply it to the cost of purchasing the 800 replacement batteries for this year in the amount of \$370.00 which was the least expensive. They can be purchased through Amazon.com by the strip at \$26.00 each with each luminary requiring 2 batteries. Craig states that the luminaries have been well received in the community and that he has been trying to think of a fund raiser or getting a business(es) to sponsor it rather than \$400.00 to \$500.00 coming out of 4212 every year to replace batteries unless it is actually budgeted for. Board members unanimously agree that the luminaries should continue annually and that there are several options for funding for replacement batteries. Craig states that the Red Cross got a very substantial grant and that EFD will be assisting the Red Cross with smoke detector installations. Craig tells the Board that he and Ben have been discussing ways to make EFD more visible and establish good rapport in the community. One idea is having lunch with the kids at the elementary schools and another idea is bagging groceries for a couple of hours at Super 1. In closing, Craig states to the Board that come January when he presents his goals as Chief and for the organization, that he will be focusing some discussion on the levy due to the fact that the 5 year mark is approaching. Jack asks if there is anything else Board members would like to add to the betterment of the community discussion and there are no other comments or questions.

Adjournment at 5:25 pm.

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Submitted by: _____

Secretary

Signed by: _____

Jack Fallon- Chairman