

Evergreen Fire District Board of Trustees Regular Meeting

Agenda
Regular Board Meeting of April 3, 2017

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 January & February Financials

PAST ITEMS/UPDATES:

1. Approve Meeting Minutes of March 6, 2017
2. Apparatus Update
3. Levy Update

NEW ITEMS/UPDATES:

RESOLUTIONS:

2017-01 Resolution to transfer \$63,295.00 from fund #7204 to fund #9428
2017-02 Resolution to transfer \$55,000.00 from fund #7204 to fund #7250

PROPOSALS:

CHIEF'S REPORT:

1. March Call Volume

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 April 3, 2017

CALL MEETING TO ORDER:

Jack calls the meeting to order at 4:05 PM

Trustees In Attendance:

Jack Fallon
Shawn Baker
Dave Adams
John Foust

Staff In Attendance:

Craig Williams
Ben Covington
James Boyce

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 January & February Financials
Motion made by Dave Adams to approve January and February financials; seconded by Shawn Baker. Motion passes unanimously.

PAST ITEMS/UPDATES:

1. Approve Meeting Minutes of March 6, 2017
Motion made by John Foust to approve meeting minutes of March 6th; seconded by Shawn Baker; Motion passes unanimously.

2. Apparatus Update:

Craig states that General Fire was anticipating that it would take them 6 weeks to correct the issues with 831 and that man who came and got the apparatus (from General Fire) experienced some of those issues as he was driving cross country back to their factory. One specific issue that Mike experienced that is common to EFR was the apparatus 'shutting down'. Mike told Craig that he wound up

stranded in Eastern Montana with no cell coverage at 3 AM and had to hitch a ride; got cell service; had a wrecker en-route; got a ride back to the apparatus with the person that gave him the ride and managed to get the apparatus started while waiting for the wrecker. Mike cancelled the wrecker and was able to continue on way. Mike asked Craig for authorization to have General Fire fix some additional issues so that he is not stuck on the side of the highway again while bringing the apparatus back to Evergreen Fire. Craig states that he will give them a call during the week to follow up. Craig tells the Board that Apparatus 832 which is taking the place of 831 performed very well as was observed at a small structure fire on April 2nd. He states that Mutual Aid is also working as it should be.

3. Levy Update:

Craig and Ben presented spreadsheets they developed in order to show the needs of the department which totals a budget of \$1.7 million. Craig explains that the 1.7 represents a chance and an opportunity for EFR to get the staffing that has been truly needed for quite awhile. He states "We have managed to limp by. But, we're limping by on non-guaranteed income through inter-facility revenue; which is scary to me to have a business plan built around something that could possibly be non reoccurring at any moment." The 1.7 would include; CIP, apparatus, personnel; 5 man shifts, wages, benefits and retirement. Ben states to the Board that the budget model that was emailed to them was modeled after Whitefish's staffing (5 man shifts) due to similar demographics; population served and run volume and due to EFD Board members wanting to see high end numbers but the ideal is a 4 man shift. Craig explains that having 4 man shifts would provide the benefit of 2 ambulances being staffed vs. just one. This cuts down a 20 minute wait time for a second ambulance to be ready to respond. The levy would increase taxes but would allow for EFR to continue to provide high level professional ALS/BLS medical and fire services county wide and it would help to keep the highly trained professionals who provide these services here at EFR.

Craig states that he and Ben have been working on the news letter which will cost about \$4,000.00 to mail out to the public and states he is working on an alternate, more cost effective way of getting the news letter out to help educate the public as to the long term and short term needs for the department as well as to inform them of what is and has been happening at EFR; call volumes, community involvements, and etc.

Board members agree that the data Craig and Ben presented is good and the Board and Staff all agree that there will be another meeting on April 17th at 4 PM for news letter draft/final review and to look at the timeline for the levy to include actual mailing date, second news letter and to plan work session dates for all of the other items that would be included before the levy is proposed.

NEW ITEMS/UPDATES:

(none)

RESOLUTIONS:

2017-01 Resolution to transfer \$63,295.00 from fund #7204 to fund #9428

Shawn makes moves to approve Resolution 2017-01; Dave A. seconds the motion; motion unanimously passes.

2017-02 Resolution to transfer \$55,000.00 from fund #7204 to fund #7250

Shawn moves to approve Resolution 2017-02; Seconded by John; passes unanimously.

PROPOSALS:

(none)

CHIEF'S REPORT:

1. March Call Volume

Craig states that run volume for March was 175 total calls which is up by 6 calls this time last year and even though the inter-facility numbers were slightly down we were still up over the last year. Craig states that EFR is still showing increases across the board for EMS, Fire and Inter-Facility.

Adjourn.

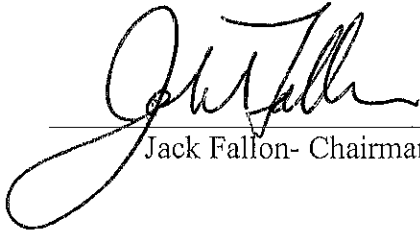
Shawn moves to adjourn the meeting; seconded by John; meeting adjourns at 5:54 PM

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

Resolution 2017-01

A Resolution to transfer \$63,295.00 from fund #7204 to fund #9428

WHEREAS, The District incurred about \$167,945.00 in payroll tax liabilities to the Federal and State governments for non-payment of withheld income and other payroll taxes for at least Fiscal Years 2012-2014. This amount was paid during the second half of FY2014 from Ambulance Fund #9428 with transfers primarily from fund 7204 and partially from fund 7207.

WHEREAS, the payroll tax liabilities are related to employee wages attributable to funds 7204, 7207, and 9428.

WHEREAS, the auditor prepared a review of payroll taxes and liabilities paid in FY2014 and FY2015 and determined there is a liability due to 7204 from 9428 of \$75,011.00. This is the net of the total payroll liability, less FY2014 payroll taxes owed by 7204 to 9428 of \$29,639.00 and FY2015 EMS funds of \$63,295.00 owed by 7204 to 9428.

WHEREAS, there may be additional offsetting transfers that may exist from 7204 to 9428 for FY2012 and FY2013. The cost and time to audit the respective years to determine the possible actual amounts may take at least 6 months and \$10,000.00 of contracted accounting time.

THEREFORE, the District Trustees approve the transfer of \$63,295.00 from fund #7204 to fund # 9428 to settle past accounting differences for which EMS mill levy funds are owed to account 9428 from account 7204.

Adopted this 6th day of February, 2017

EVERGREEN FIRE DISTRICT

BOARD OF TRUSTEES

ATTEST:

BY:


Chairman

BY:


Secretary

Resolution 2017-02

A Resolution to transfer \$55,000.00 from fund #7204 to fund 7250

WHEREAS, MCA 7-33-2105. Powers and duties of trustees. (1) The trustees: (d) shall prepare annual budgets and request special levies for the budgets. The budget laws relating to county budgets must, as far as applicable, apply to fire districts; and,

WHEREAS, MCA 7-6-4005. Expenditures limited to appropriations. (1) Local government officials may not make a disbursement or an expenditure or incur an obligation in excess of the total appropriations for a fund. (2) A local government official who violates subsection (1) is liable for the amount of the excess disbursement, expenditure, or obligation personally. (3) The subsequent claims approval process may not be considered as the making of a disbursement or an expenditure or as incurring an obligation and does not otherwise limit or mitigate the local government official's personal liability; and,

WHEREAS, the district has discussed capital improvement plans for vehicles, equipment and projects to address long term issues related to continued services to the district taxpayers and the public passing through the district; and,

WHEREAS, the district has reviewed fund #7250 for its projected revenue and expenditures for the upcoming FY2017 and its actual revenue and expenditures for the prior year FY2016; and,

WHEREAS, the District anticipates an overage in carry over funds in fund #7204 for FY 2017.

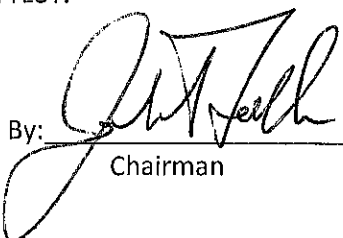
THEREFORE, be it resolved by Evergreen Fire District Board of Trustees approve the transfer of \$55,000.00 from fund # 7204 to fund #7250.

Adopted this 6th day of February, 2017

EVERGREEN FIRE DISTRICT

BOARD OF TRUSTEES

ATTEST:

By: 
Chairman

By: 
Secretary