

**Evergreen Fire District
Board of Trustees
Regular Meeting**

Meeting Minutes
Regular Board Meeting of September 11, 2017

CALL MEETING TO ORDER:

Jon Foust calls meeting to order at 5:00 pm.

Board Members in Attendance:

Jon Foust
Dave Edwards
Dave Adams
Kyle Nace
Jack Fallon

EFD Staff in Attendance:

Craig Williams
Ben Covington
Wayne Evert
Kim Vierra
Nick Tucker
Travis Cik

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 July Financials

Jon asks if there are any questions on the July Financials. Dave Adams states he has no questions. Jon reads an email from Jack Fallon that states "Under financials, I'd like to discuss and share the expenditures between 7204 and 9428. Examples would be an annual audit of the monthly accounting changes from Don Davies and Stahlberg, Taylor and Associates. I am under the impression that 7204 is debited for all of their charges. Other examples; utility and phone. What was the \$11, 169.39 deposited into 7204 on July 31st, 2017?" Craig answers the first question by stating that he is in agreement with Jack that EFD can plan a fair cost share between 9428 and 7204. Craig states that he was not sure that it could be done this fiscal year because the budget has already been approved and he would have concerns that some accounts would be over budget with the

unexpected costs associated with sharing. Craig states it would probably require a budget amendment. Craig answers the second question by stating that the approximate \$11,000.00 was an end-of-year tax disbursement. It was initially thought to be wildfire revenue but that was incorrect. It is entitlements and end-of-year close out transfers per County Finance. Jack asks what "end-of-year, close out transfers" means and Ben states that it is tax receivables. Jack states that now he understands what it means. He also states that his preference would be to amend the budget and have the splits occurring this fiscal year and as soon as possible but leaves it up to The Board to decide. Dave asks Jack if he had a specific split amount in mind and Jack states that he would start out "50/50". He states that it could be done on revenue percentages but doesn't know if that would be the right way to do it but would be about a 60/40 split with 60 percent coming out of 9428. Jack then reiterates that "50/50" makes sense. Dave asks if 7204 pays for pagers and Craig states that it's 9428 (inter-facility pagers). Dave then asks if the fire department then pays for the Active911 on peoples phones and for the monitor. Craig states that the majority is paid from 7204. Craig suggests a transfer be made from one account to the other once or twice a year instead of paying out of the two accounts every month. Jack is opposed to that idea and states it does not give an accurate account of costs. Dave Adams asks if there is a cost associated with it being paid from both accounts to which Jack states that it would increase the accounting costs but states "every business, public or private, does the same thing." Dave Edwards states that he disagrees and that "just because it's past practices doesn't mean it's the best practices." Ben states that his opinion is that the easiest way to split the bill is a bi weekly or bi monthly bill process where the bill gets paid out of alternating accounts between 9428 and 7204. Jon states that the discussion can be put on the agenda for the next Board meeting. Jack states that the reason he sent the email out is to have it put on the agenda for this meeting. Craig tells Jack that he was not here to read the email to have it put on the agenda. Jon states that was also out of town and did not see the email until shortly prior to the meeting. Jack states that it is an administrative issue and that should have already been being done because there is enough cash in 9428 for it to be done. Dave Adams states that Jack's email was sent out at 6:36pm on Thursday and that it would not be read until Friday and that does not fall within the 24 hours required for posting anything on the agenda for discussion. Dave Edwards states the he doesn't think another 30 days is going to affect the current process of bill paying. Jon states that the split will be discussed next month.

Dave Edwards makes motion to approve the July financials as presented; seconded by Dave Adams; unanimously passes.

PAST ITEMS/UPDATES:

1. **Approve Meeting Minutes of July 31, 2017**
Dave Adams makes motion to accept the meeting minutes of July 31st, 2017 as presented; seconded by Dave Edwards; unanimously passes.
2. **Survey Update**
Craig states that the Board can see the results by looking at a spreadsheet that was included in the meeting packets. Dave Edwards asks what the final return numbers are and Craig tells him that the number is 61 returned surveys which amounts to approximately ¼ of the surveys that had mailed out (about 30%) which is normal. Dave Adams asks Jack if he remembers what the voter turnout percentage has been in the past.. Jack states that for general elections, Dave is correct in low numbers such as 12 and 15 percent. He states that for the fire hall, the turnout was up around 60%. Craig states that there was a 54% voter turnout for the fire station bond. Dave Edwards asks what the

numbers were and Craig states there were 1410 voters who voted for the bond which represented 62% and there were 871 against the bond which represented 38%. Dave asks if the 38% who voted no were of the 54% turnout which is correct. Ben states that EFD received an additional survey that was returned after the cut off date but was in favor of the increase. Jon states that "question #5" 49% is 'definitely yes', 26% is 'yes/probably yes', the 'probably no/definitely no' is only 10% and that 8% 'doesn't give a damn'. Dave Edwards states that this survey is exactly what he has been talking about in the past meeting of 'having a little bit of confidence in going forward with a mill and moving on.' He asks if on the questionnaire there had been a question asking about the interest of participation in a focus group. There was question #6 that addressed this. Dave Edwards asked if those individuals had been reached out to and Ben and Craig stated that there was really no way to contact the individuals because the letters were numbered by the quadrants they were mailed to but without return addresses. Craig stated that the majority of returned surveys stated 'no interest' in participating in a focus group or committee with the exception of 4.

3. **Levy Timeline Discussion**

Dave Edwards asks what the timeline is to move forward now. Ben states there is 60 days until the election date and that is when the resolution should be in. Dave Edwards determines that 60 days will be in the middle of December. Craig states that according to research the holidays are not a good time for a levy. Dave states that March/April timeline would be more favorable due to tax returns and it being Spring rather than trying to take advantage of all the smoke in the air currently. Craig states he is in agreement with Dave Edwards because he would like to avoid June. Dave Edwards agrees and states that by April the community will be hearing about schools, the jail, and that the State's budget is making a large amount of cuts. Ben reiterates that the resolution gets turned in to the election date; 60 days. Twenty days prior to the election date is when they send the ballots out. Ben states that the last time this was done, the cost was about a dollar per ballot. Dave Edwards asks if 11/11/17 is an obtainable goal. Craig and Dave E. agree that the current time could be favorable due to several factors. Ben states that he agrees but a concern is poor weather for the campaign process. All Board members and staff agree that the biggest concern is the vote falling too close to the holidays. Ben states that the election date cannot fall on a holiday nor a weekend. Jon states that there's much to do before hand which includes hearing numbers and etc. Craig agrees and states that 'the first thing that needs to be done is approve, by resolution, the plan.' He states that the timeline is important but that first everyone needs to be onboard and approve the plan and then take the resolution to election. Dave asks what kind of time frame would Craig and Ben need if the Board approves the plan. Ben states that he thinks it could be ready by next month (next Board meeting being October 2nd). Dave Edwards asks the Board if the majority is in favor of moving forward and a majority is in favor. Ben suggests that a special meeting take place this month. Ben states that the Primary is in June and Craig adds that there will be a lot of people/issues on the ballot. Dave Edwards asks if there will be a lot of bonds out there too and Jack states that every school district will have levies. Craig also mentions the \$57 million dollar jail project. Jack states that the first Tuesday in May will be the school district elections and June will hold all of the Primaries. Dave Edwards asks Jack if he has an opinion and Jack states "I'm against it." Dave asks, "You're against it?" Jack replies, "Yeah, I'm against it. Real simple, and I will campaign against it all, so..." Ben asks Jack how he will campaign against it and asks "How COULD you do that?" Jack replies, "I can do it real easily. It won't be a problem." When asked 'why' he replies, "You skipped the public entirely on this. This is NOT representative of the public. The questions that were asked were not questions that you could do anything but answer favorably to. They were staged questions." Dave

Edward states that he doesn't agree with Jack's opinion. Jon states that he would like to see a hard timeline and asks for a date to be set. He thinks April is doable. Craig states that his struggle with a committee is that he is unsure of 8 to 10 people validating or representing the Evergreen Community. His question is "Do they really have the majority opinion of Evergreen?" He does feel that it is important to establish a committee and get their input along with several open houses similar to what was done for the fire hall. Craig suggests taking a look at businesses specializing in public relations and production type of stuff. Jon asks if everyone wants to focus on April being the submit date. Ben states he would prefer February or March. Dave Adams states that the schools are going to start sending stuff out in March and April letting the public know that they will be asking for money. Dave Edwards suggests proceeding with the idea that the levy will be favorable. He states, "Jack can withhold his approval until he is convinced it is favorable and I can proceed thinking that it's going to be favorable and maybe we both are convinced that it's not favorable and withdraw 60 days out." Jack replies, "To me, it needs to be a 6 month process with at least 15 community members and if that's not being satisfied, you're not getting my support." Jon asks Jack if the talk of a committee and open houses and etc., suffice for this demands and Jack states, "Nope, that would all occur afterwards. That's part of a campaign. I'm talking about doing something before you even get to the campaign because the 6 month process will give a timeline and talk about what needs to be done." Jon states that with a submit date of April 2nd the Board would have to have final resolutions on January 29th to be submitted to the County on January 30th, 2018 which provides about 4 months to get everything in order. Ben states that basically what this does is sets the date in the resolutions. Ben asks the Board when the next meeting will be and Jon states September 25th and then every 3rd Monday after that. Dave Edwards asks if things move along then the timeline doesn't necessarily have to be 6 months but maybe 4 months and Craig replies that what Jack is asking for will not fit in the timeline and that 6 months will push it to the middle of the election but that Jack is not going to budge from the 6 month process. Dave E. states he thinks that Jack is a reasonable enough guy and if he gets enough evidence he wouldn't prolong it. Craig reiterates his concerns with Jack's 6 month process and adds that he doesn't know if those committee members can speak for the Evergreen Fire District in terms of what is needed as a department and what that dollar amount is. Craig states the dollar amount being asked for is what is needed to survive as a department with staffing and CIP and etc. A committee is not knowledgeable enough of EFD operational needs to make that decision for the District. They are lay people and not firefighters. Ben suggests picking a campaign length of time as well. Jon states that this can all be done on the 25th of September. Dave E. asks if the Evergreen water department has benefits and is told 'yes'. Dave E. asks if there is a way of reaching out to them to find out what their benefit package is. Jack states that the health insurance is either \$400.00 or \$500.00 per month and the retirement is 6.9% employer contribution into a 457 Plan. Dave E. asks Jack if he thinks a firefighter would deserve the same benefits package as a water meter reader. Jack reiterates that he feels his 6 month process is being "short-circuited" to eliminate public participation. Board decides to hold a special Board meeting on Thursday, September 21st at 6:00 pm for Levy Discussion and Continuing Audit with Don Davies.

4. FY/2018 Cash Reserve Discussion/Approval

Craig states that from talking to County Finance there is approximately \$50,000.00 from the budget cash carry-over. Generally, cash carry-over has gone into 7250 (CIP). Craig states that there are still some issues with 831 that need to be addressed and suggests putting \$50,000.00, less those repair costs into CIP to keep the repair budget from going over. Craig asks Board member Kyle Nace to speak to the Board on these issues. Kyle

states that although 831 was sent back to the factory to be completely rewired for free; it was not done and that 90% of the original wiring was still in place. He also states that when being returned to Kalispell it actually went past Kalispell and on to Spokane where 2 Evergreen firefighters had to pick it up. Kyle states that no codes or other issues were reported by the driver. However, the 2 firefighters from Evergreen barely made it down the highway before the 'check engine' light came on and 831 was blowing black smoke. They called Kyle and asked if they should turn around. He told them as long as they had good oil pressure and the engine wasn't overheating to keep going unless something else happens. When 831 got into Kyle's shop, it was found that the air cleaner was not connected to the turbo. Air cleaner was then connected to the turbo and everything seemed to be fine. The LED light upgrade was done and then test drove and ran great until they got to the Blue Moon and the 'check engine' light came on again and truck was only getting about 30% power. It went back into the shop and a code for 'injector pulse communication error' was thrown; meaning something in the computer didn't like the way the injectors were firing. Among the issues, an IPR valve and ICP valve and some wiring harnesses were replaced systematically and after consulting with the International dealer and shop foreman as well as others. Kyle states that at this point there is nothing else to replace except the computer even although the computer says 2012. Kyle states that this part alone is a \$2,500.00 part and estimated being into the repairs cost approximately \$3,500.00, currently. Dave E. asks if the money can just come from CIP for the cost of repairs. Craig states that once the money is in CIP it can't really 'be taken back' and that it can't go towards maintenance. He suggests transferring \$7,000.00 into budget for Maintenance & Repair from the \$50,000.00 and putting the remaining monies into CIP.

Kyle states to the Board that to avoid any conflict of interest due to his ownership of RES, 831 will be taken to Automotive Professionals who will scan it to confirm RES findings.

Dave Edwards makes a motion to transfer \$7,000.00 from the \$50,000.00 carry-over and deposit into 7204 for 831 Repairs and Maintenance and deposit the rest of the monies into 7250 (CIP).

Jack states that he does not have a problem with doing this but that it will result in a budget amendment because it will change the expenditures and will have to have a budget amendment as well as for costs being split between 9428 and 7204. He states that an amendment won't have to be done until the end of the fiscal year in May once all of the changes will be known.

Dave Adams seconds the motion; motion passes with Kyle Nace abstaining his vote to avoid potential conflict of interest due to ownership of RES.

NEW ITEMS/UPDATES:

1. HVAC Proposals

Craig presents the 3 requested bids for HVAC and yearly maintenance plans. Craig states that we currently have a working relationship with Carson Brothers. He states that he would like to continue with them and tells the Board that there is a 'three hundred and some odd dollar difference between the two' and that when AirWorks was called they were not interested at all in submitting a bid. He states that he did eventually get a bid from them but it was clear they didn't care. Craig tells the Board that there is already a good plan and agreement with Carson Brothers and that the only drawback is the \$400.00 difference. Craig states that one of the other bids does not use pleated filters. Craig recommends that EFD stays with Carson Brothers and the use of pleated filters. Craig

states that due diligence has been shown by gathering the requested bids. Jon cites 'tax payer dollars' and not going with the lowest bid as his only reservation. Craig rebuts that when called for repairs, a Carson Brother tech is at the station immediately. Wayne Evert points out that Carson Brothers are located in Evergreen.

Dave Adams makes a motion to go with the recommendation of Chief Williams in maintaining Carson Brothers Comfort Systems, USA as the fire department's HVAC maintenance provider; seconded by Kyle Nace; passes unanimously.

RESOLUTIONS:

(none)

PROPOSALS:

(none)

CHIEF'S REPORT:

1. August Call Volume

August is overall down with number of calls from last year and primarily inter-facility. Craig states that there has been a reduction in radiation transports and inter-facility transports but maintains EFD is still very busy. Jon asks Craig if personnel are okay and recovered from the car crash yesterday. Craig tells the Board that there had been a double fatality car crash by the air port. He tells that Board that there had been a serious explosion and fire at Town Pump the day before the double fatality crash. The fire at Town Pump had resulted in a woman being burned.

2. Wildfire Updates

Craig tells the Board that he anticipates that EFD will clear \$100,000.00 in revenue this year and that to-date; \$14,604.00 into the County has been received. Due to the number of fires, payment will be slow. Craig states that EFD apparatus has been making approximately \$3,000.00 per day for the past month and a half. He states that EFD has had a tender out for 40 straight days and 2 Type VI out for even longer than that and that the ladder truck has been in Glacier National Park and that his own rig has been out as well. Jon asks if an engine can be purchased with the money or if it could go into saving for an engine. Craig states that once the money goes into 7204, he has some proposals for the Board. Jack states that the wildland monies will require a budget amendment as well. Craig tells that Board that he is 'incredibly appreciative of our folks here at EFD; People picking up shifts and being able to do this and maintain this. No other district has been able to pull this off. We are doing really well'. Board members mention rain in the forecast and Craig tells the Board that EFD is under contract for the tender regardless of the rain through October for Rice Ridge; severity. Craig was told that they will still use them even if there's snow on the ground because it's that bad. He tells the Board that the tender is making \$130.00 per hour on 18 hour shifts and he doesn't see severity going away with the 2 Type VI. Jon tells Craig that he is comfortable in speaking for all Board members when he says "I am totally grateful for what you guys do; especially today. Good job. I don't think anybody would say anything different."

Jack addresses the differences in numbers from one report to the other and asks Craig if he can account for the difference. Craig states that he can and that one set of numbers on the report that Cheri includes in the packet accounts for all calls that come in. The report that Craig includes is reviewed calls, only and that is a report generated from Emergency Reporting. Jack asks what "reviewed" means. Craig explains that there is a Q & A process for the medical and the inter-facility where between Pintler billing, himself and

James Boyce, Emergency Reporting goes through and makes sure that all the key words are done so that we can get the most income for the EMS and the Inter-facility. The fire aspect would come only from an MVA billing standpoint since we bill for MVA's. Overall, every box must be checked. He states that there have been medical calls (paperwork) that gets kicked back (needing more information) and they are still in that 'review' column.

Ben states that he will research and email Board members with an answer to the discrepancy in the deposit reconciliation from July 31st meeting.

Adjourn.

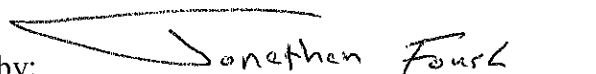
Jon adjourns the meeting at 6:23 pm.

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:


Dave Adams/Secretary

Signed by:


Jonathan Foust/Chairman