

**Evergreen Fire District
Board of Trustees
Meeting
Meeting Minutes
Regular Board Meeting of March 9, 2020 – 6:00 pm**

CALL MEETING TO ORDER:

Chairman Verworn calls meeting to order at 6:15 pm

TRUSTEES PRESENT:

Chairman Verworn	Trustee Fallon
Vice Chair DePaul	Trustee Nace
Secretary Brockman	

RECOGNIZE PUBLIC IN ATTENDANCE:

Fire Marshal Ben Covington	Jack Knuffke
Josh Cox	

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.
(none)*

FINANCIALS:

Discuss and Approve December 2019 and January 2020 Financials

- DePaul requests to see repair records for high mileage chase rigs.
- Verworn questions the stipends that were given and wants to make sure they are not going to people who are not active in the department. He wants to ensure all members not meeting the requirements for active status are dealt with in the same manner across the board.

Motion; Fallon to approve the checks and accept the financial statements for the months of December, 2019 and January 2020 as presented

Second; DePaul

Vote: unanimous; motion passes.

PAST ITEMS/UPDATES:

1. Approve corrected meeting minutes for regular board meeting of January 6, 2020

Motion; Brockman to approve the January 6, 2020 meeting minutes as presented

Second; DePaul

Vote; unanimous; motion passes

2. Discuss and Approve regular meeting minutes for February 3, 2020

Motion; DePaul to approve the February 3, 2020 meeting minutes as presented

Second; Nace

Vote; unanimous; motion passes

3. Annual review process for Chief Williams

Chairman Verworn states that he feels the employees are who Chief Williams works with day in and day out and should be allowed to offer some feedback in the process. He presents a 3-tiered system which included 50% feedback from the Board and 50% feedback from employees. Officers feedback would figure 30% and the rest of the employee feedback would make up the other 20%. Verworn states Chief Williams would be rated on things of importance to personnel such as; accessibility, respectful of privacy and etc. Personnel would be able to provide their feedback anonymously via Survey Monkey. Survey would be sent out to all personnel with a deadline to be submitted. Verworn suggests Trustees would fill out their own survey and would also discuss it directly with Chief Williams. Covington inquires about the actual 'performance' portion of the evaluation. Verworn states it's a work in progress and the Board would be looking to him to assist with appropriate questions for evaluation based on the job description. Brockman and Covington agree that part of the process should allow Chief Williams to judge himself and

then compare his answers with those of Trustees and personnel. Fallon focuses on 'financial reporting, review and explanation' 'meeting preparation materials and agenda' 'follow up at next meeting of action items from previous meetings'. Verworn states he will draft them.

4. Board by-law revision

Verworn states that he is still working on drafts to provide to Trustees but states he will get them out in the next 7 to 10 days. *(discussion is tabled)*

5. SCBA purchase – Glacier Bank

Covington tells the Board that approximately half way through trying to navigate a difficult leasing process that was overly involved he decided to talk to Glacier Bank who will offer a 3.04% interest rate. The same discount still applies and when MES ships they expect a check in the amount of \$15,000.00. This would purchase 20 new masks; 20 new packs; 40 new air cylinders. Fallon asks if the County finance office needs signed minutes or just direction from the Board and Covington states they need direction from the Board. He will follow up with Glacier Bank and ask if minutes need to be signed. Fallon states he is still not in support of the purchase of the SCBA due to his questions from the prior meeting not getting answered.

Motion; DePaul to finance \$133,975.00 through Glacier Bank on current interest rate; \$15,000.00 down payment to be paid from 7250 (CIP) for the purchase of SCBA equipment from MES.

Second; Brockman

Vote; 3 in favor (Brockman, Nace and DePaul); 1 opposed (Fallon); motion passes.

PROPOSALS:

1 MSU Local Government Services consultation

Fallon asks the purpose and objective of the training. Covington states Dan has overall knowledge of 'do's and don'ts' across the state regarding Board policy and procedure. Nace suggests that it could be very helpful to the Board in revising current Board by-laws. Brockman inquires about the length of training hours wanted (half day or full day) and Covington states it would be based on what the Board would want to learn. They don't have a set agenda of what they want to teach. Fallon inquires if there are deficiencies in the current by-laws and if so to define those deficiencies. He states that there are generally 2 types of by-laws; specific/step by step or general guidelines. Covington states that having 'black and white' direction and expectations on certain things would be helpful. DePaul states he feels that the current by-laws are confusing in that some are approved but not signed and the only guidelines being followed were State laws. Nace is in support of by-laws that the current Board can agree on and sign. DePaul is in favor of the training MSU is offering and feels it is to the District's benefit. Fallon asks if the other Trustees have read the existing by-laws even if they are not signed and find them inadequate. The majority state they have read the by-laws and find that there is too much 'gray area' in them. Fallon states that if step by step/specific by laws are written then that is what you have to follow; guidelines lend a little more flexibility. The Board will continue the discussion in April after Trustees have had more time to research on their own.

CHIEF'S REPORT:

1. January 2020 Call Volume

A) Comparison Incident Count by Weekday/Hour (all zones) for January 2019/2020

B) Comparison Incident Count per zone for January 2019/2020

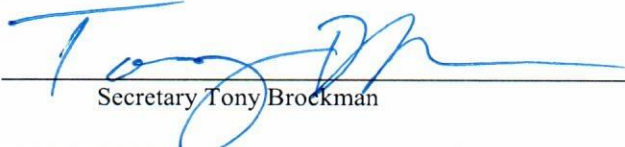
C) Comparison Incident Statistics for January 2019/2020

Adjourn @ 7:43 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.



Chairman Brodie Verworn or Vice Chair Randy DePaul



Secretary Tony Brockman