

Bigfork Fire District Trustee

January 28<sup>th</sup>, 2020

Trustees: Dan Elwell, Robert Borges, Gary Wilson, Seth Price

Absent Trustees: Andrew Sliter,

Guests: Chief-Mark Thiry, Cindy Norred, Jeremy Patton, Tracey Gembala, Mimi Wilbeman,  
Holwick Tanner, Cicon Jeff, Sergio Lopez, Gary & Peach Graeff

1. Call Meeting to Order/Pledge of Allegiance: 17:28
2. General Public Comment: The Bigfork Water & Sewer staff & board presented flyer & board (See attached flyer and picture of board) for bond for new storage tank, they discussed its main purpose is for fire protection. Mail ballots had been sent out. There was discussion on a letter in Daily Interlake against the bond. They were asking if the department could post on the reader board to please vote. There was discussion between the district board that it was to be used for department functions and that if allowing them to advertise, they would be setting a precedence. The district board agreed to share a link on website and Facebook.  
\*See attached Bigfork Water Tank Bond Election-Discussion Points
3. Review/Approval of meeting minutes December 17<sup>th</sup>, 2019:  
A motion was made to approve December 17<sup>th</sup>, 2019 meeting minutes. Wilson (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.
4. Review/Approval of Purchase Orders: Discussion to approve the contract for Mary Granger to be hired again as temporary employee for teaching the EMT class. Board had hired her in the past for this. A motion was made to approve temporary employee wage as presented.  
Borges (1<sup>st</sup>), Price (2<sup>nd</sup>) all in favor, none opposed.
5. Review/Approval of Reconciliation of Financial Statements and Bills Paid:  
Wilson asked what the Bolsters Towing for \$1000.00 was for. It was explained for the apparatus that was towed to Missoula, but the district was reimbursed by district insurance. Wilson questioned the balance sheet for general fund, why the

Ralph Barton does not match the financial provided for Ralph Barton. It was explained that Ralph Barton is on its own account in QuickBooks. It had been cleaned up and that the bottom of the balance sheet of general fund is obsolete. The district is cash basis and has its financials done yearly and presented at the board meeting and once audited, it can be found in audit report. Clerk invited him to come look at the books if he needed further.

A motion was made to approve Reconciliation of Financial Statements and Bills Paid as presented. Wilson (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed

6. Fire Chief Report\* See attached Report  
A new state law (attached) that will be put into place in the district that there will be no tobacco within the building.
7. Apparatus Committee Report: Committee had met and review all Bids. The committee is recommending the Braun Bid, who met all specs and is in Kalispell to do warranty work.
8. Land & building Committee Report: Peirce is waiting for the survey to be recorded with county. Then will be having Serina write up a buy sell soon.
9. Convene into closed session pursuant to MCA 2-3-203 (3): Board did not go into closed session.
10. Reconvene back into open session: No closed session
11. Old Business
  - A. Land purchase for new station:  
A motion was made to table land purchase until Pierce has survey recorded. Borges (1<sup>st</sup>), Price (2<sup>nd</sup>) all in favor, none opposed.
  - B. LOGO/Patch upgrade: Patch was presented to the board (attached picture)  
A motion was made to accept this patch, Joseph Bakker did. Borges (1<sup>st</sup>), Price (2<sup>nd</sup>) all in favor, none opposed.
  - C. Revise Policy 110.01-3<sup>rd</sup> Reading: Corrections were sent to board.  
A motion was made to accept the final reading. Wilson (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.
  - D. Revise Policy 110.05-3<sup>rd</sup> Reading:  
A motion was made for approval. Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.

E. **Award New Ambulance Contact:**

A motion was made for the Braun Apgar Ambulance.

Borges (1<sup>st</sup>), Price (2<sup>nd</sup>) all in favor, none opposed.

A motion to make an addendum to the motion for the approval of the purchase of the ambulance is to put a placard on it in honor of Doug Smith and all his hard work in EMS. Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.

12. **New Business**

- A. **Echo Lake Station Property Clearing of Trees:** Borges had explained that it had been surveyed. There was discussion on clearing of the trees in bidding, training opportunities, DNRC, community involvement possibilities. Borges would like to add some T post at some point out there. A motion was made to table until more information. Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.
- B. **Approval of Employee ID Badges:**  
A motion was made to approve own ID badge.  
Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.
- C. **Ralph Barton Scholarship Fund – Change of signature card needed:** The board would like more information on this fund. Contact Dave and get some guidelines. A motion was made to update signature to Dan Elwell but wait until further guidelines.  
Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.
- D. **Revise Policy 225.00.1 (f) Vacation on Holidays 1<sup>st</sup> Reading:**  
See attached policy, strike out as presented. Current policy gives a day off with pay for scheduled shift takers (see attached "Green Sheet").
- E. **Revise Policy 225.01.2 (b) Sick leave on Holiday 1<sup>st</sup> Reading:**
- F. See attached policy, strike out as presented. Current policy gives a day off with pay for scheduled shift takers (see attached "Green Sheet").  
**Revise Wildland Policy 105.04.2 (b)(iv), (c)(vi) Amend language regarding normal work hours. 1<sup>st</sup> Reading:** Covering normal wages for leave hours only.  
See attached policy as presented.
- G. **Building Security-Bigfork Hall, Echo Lake Tower issues etc.:** See attached green sheet for discussion. Chief will get estimates on training tower and will bring back. An action item to do further inquiry on the security cameras and monitoring for the fire station here.  
Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.

H. **Review Bigfork Fire District Trustees By-Laws-Note any changes:** 2015 was last time looked at or revised.

A motion was made to table review of trustee bylaws for changes.

Price (1<sup>st</sup>), Borges (2<sup>nd</sup>) all in favor, none opposed.

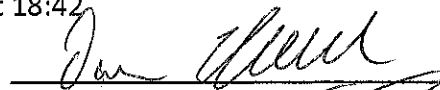
13. General Public Comment:

Elwell would like to have update on agenda on the 24hr Reports/Reviews how it is going. Currently district has a policy to enforce the 24hrs.

14. Motion to Adjourn: Borges (1<sup>st</sup>) Price 2<sup>nd</sup>) all in favor, none opposed.

Meeting adjourned at 18:42

Minutes Approved:



Chairman-Dan Elwell



Recorder-Cindy Norred