

**Notice of
PUBLIC HEARING**
regarding
**Amended FY19 Budget
Preliminary FY20 Budget**

Bigfork Fire District

June 25th, 2019

5:30pm

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

Guests: Chief-Mark Thiry, Cindy Norred, Jeremy Patton

- 1. Call Meeting to Order at 17:30**
- 2. Open Budget Discussion with public comment, pertaining to Resolution 2019-2 & Resolution 2019-3 amending the FY19 Budget:** It was noted that resolution 2019-2 was approved at the May 28th 2019 Meeting, explaining additional revenue noted in your budget, that you would increase your budget and authorize amount to transfer and increase CIP fund#7254, between the two funds#7205-General Fund and #7205 CIP. Resolution 2019-3 is additional revenue in billing and board will account for this revenue. * See attached resolution 2019-3. Amount was discussed and approved \$55,000.00 to be wrote in on the resolution.
*No other comments
- 3. Open Budget Discussion with public comment, pertaining to FY20 Preliminary Budget:** #See attached sheets of Budget for fund#7205 & Fund#7254 and the CIP plan, cost of positions. Some of the item lines had been looked at and changed to fit current estimates on look backs. Overall budget looks good. Highlighted is not solid numbers yet, will adjust after cash reconciling and taxes received etc. California money will come

in fiscal year 2020 hopefully, so will estimate that in revenue under wildfires etc. Once all is reconciled, numbers will be plugged in and sent to the board.

*No other comments

Motion to Adjourn: Elwell (1st), Borges (2nd) all in favor, none opposed.

Meeting adjourned at 17:46.

Bigfork Fire District Trustee Meeting

June 25th, 2019

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

Guests: Chief-Mark Thiry, Cindy Norred, Jeremy Patton, Tracey Gembala

1. **Call Meeting to Order at 17:46**
2. **General Public Comment:** None
3. **Review/Approval of meeting minutes May 28th, 2019:**

A motion was made to approve May 28th, 2019 meeting minutes. Elwell (1st), Price (2nd) all in favor, none opposed.

Review/Approval of Purchase Orders: Stryker motor was already ordered and approved by Chief; this was an emergency order per Chief. Chief would like to amend the policy for emergency purchases and bring it to the board. Price explained that email for approval would be good idea. Sliter stated that could possible look at moving the 1,000 to 5,000. A motion was made to approve the already ordered and installed Stryker motor. Borges (1st), Elwell (2nd) all in favor, none opposed.
4. **Review Reconciliation of Financial Statements and Bills Paid.** A motion was made to approve Reconciliation of Financial Statements and Bills Paid. Elwell (1st), Borges (2nd) all in favor, none opposed
5. **Fire Chief Report:** See attached Chief's report
6. **Apparatus Committee Report:** Mr. Borges explained the committee on the new ambulance is down to Horton & North Star Braun. Will be meeting on Friday and

provided a picture of an ambulance for sale by Olney Fire, it is a 2013 with 4600 miles and will take a drive there to look at. They are getting closer.

7. Old Business

- A. **Introduction of Gary Wilson, newly appointed Bigfork Fire Trustee:** Mr. Wilson was appointed by the County Commissioners on May 20th, 2019. The board welcomes Gary Wilson. Board also wanted to note the appreciation of Zack Anderson and his 10 years on the board.
- B. **Property/Building Update:** No new information provided
- C. **Paving Estimates Update:** Mr. Elwell is still trying to get some estimates.
- D. **Personnel Full-Time Positions Update:** Chief explained that the paramedics have been interviewed, still have to do EMT's. Interviews are planned for next week. There have been 4 applications in house for the EMT full time positions. It was delayed due to decision of keeping hiring internal even with limited application pool.

8. New Business

- A. **Reorganization of Board:** Sliter nominated Elwell for Chairman, Mr. Borges (2nd), Elwell nominated Sliter for Vice Chairman, Borges (2nd), Elwell nominated Price for Secretary, Sliter (2nd) all in favor.
- B. **Hiring of two Full -Time Paramedics:** Interview process was done by an independent panel consisting of Chief Ken Sharr of Ferndale, Chief Gary Mahugh of Creston and Paramedic Mary Granger of Lakeside QRU. It was a scored process. Recommendation was to offer conditional job offers to Fletcher Anderson and Jordan Lynch. A motion was made to approve Fletcher Anderson and Jordan Lynch for conditional job offers for the two fulltime positions: Price (1st), Elwell (2nd) all in favor, none opposed
- C. **Adoption of Resolution 2019-3-Amending FY19 budget. To transfer additional billing revenue of \$55,000.00 from FUND#7205 to Fund#7254.** Additional revenue from billing exceeded the budget estimate for FY19 and board should be accounting for the monies. A motion was made to approve Resolution 2019-3 as presented. Elwell (1st), Price (2nd) all in favor, none opposed.
- D. **Consider Policy for out of State Medicaid Plans:** The district had to pick up a patient with the ambulance that was on Medicaid from another state, we cannot bill unless we enroll in the Medicaid program of that State. We would

have to enroll in 49 other Medicaid systems. Is this something to board thinks that we should do? It is time consuming, but possible. The board would like to enroll case by case and possibly think about the surrounding states.

- E. **Audit Report FY17&FY18-Denning & Downey & Associates, P.C.:** Biennial audit results for FY17 & FY18 was presented. Mr. Sliter and Mr. Borges met with Bob. This was the first time the district had no findings. It would be a good idea to hold a press conference.
- F. **Wage Increases -Effective July 1st, 2019:** A motion was made to approve wage increases to \$13.00/hr for the three fulltime EMT's and \$18.50/hr for the Deputy Chief of Operations to be effective July 1st, Elwell (1st), Price (2nd) all in favor, none opposed.
- G. **Review Uniform Policy 210.01.3:** This was an item put on the agenda by a board Member, not by Department Administration. This is problematic due to it violates policy 102.01 Policy grievances. The policy state that any grievance or review first goes to the immediate supervisor, then if it isn't resolved it can be appealed up to the next level. Our legal counsel advises (from recent experiences) that if we don't follow this process it makes it very difficult, if not impossible to defend any action regarding policies per Chief.
- H. **FY20 Preliminary Budget Approval:** A motion was made to approve Preliminary Budget as presented with noted that after reconciling of cash at June 30th 2019, Cash will be inserted to appropriate lines, and outstanding warrants and that the CIP amount will be set to keep cash carry over between 29/30% to 33%. and then will be submitted to Flathead County by July 27th and sent out to the district board. Elwell (1st), Borges (2nd) all in favor, none opposed.

**** Final Budget Approval Resolution will be August 27th, 2019****
- I. **Chief's Performance Review- Closed Session Pursuant to MCA 2-3-203 (3):**
18:33 went to Close Session
- J. **Convene back into Open Session:** 19:06 back to open session.

- 9. **General Public Comment:** Seth Anderson would like to do Sloppy Joes for the 4th of July. Board agreed that it would be a good idea. Board agreed to not to spend over a thousand dollars. Tracey Gembala wanted to know why she did not get a raise and

how come Jeremy and the fulltime basics did. She has not had a review and wanted to know why she did not. Elwell explained that Jeremy's position & the three Fulltime EMT's positions needed to be brought up. Now will do merit base raises from here on out. Sliter explained that the board reviewed the budget and looked at the position, not the individuals.

Board explained that raises are done for this year's budget.

10. **Motion to Adjourn:** Borges (1st), Elwell (2nd) all in favor, none opposed.

Meeting adjourned at 19:19.

Minutes Approved: _____, Vice Chairman-Andrew Sliter

_____, Recorder-Cindy Norred