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STATE OF MONTANA LAKE COUNTY
RECORDED: 10/12/2018 4:35 KOI: MINUTES
PAULA A HOLLE CLERK AND RECORDER
FEE: $0.00 BY: Wanda R Root, Dep
TO: POLSON RURAL FIRE DISTRICT GIVE BACK TO BONNIE MANICKE,

POLSON RURAL FIRE DISTRICT
PUBLIC HEARING FY 2018-2019 PRELIMINARY BUDGET
AND
BOARD MEETING MINUTES

Fairgrounds Fire Station No. 1 **August 8, 2018** **5:05 p.m.**

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: Fred Nelson, Ron Roberts, Dick Wunderlich, John Doty.
Board trustee absent: R. Jack Clapp, excused out on fire assignment.
Staff: Fire Chief Gordon R. Gieser, Treasurer Bonnie M. Manicke.
Guests/Visitors: Alison Meslin, Leanna Fillman, Matt Dougherty.

Call to Order {00:05} – Chair Nelson opened the meeting at 5:05 p.m. **Adjourn to executive session for personnel matters. Trustee Doty motion to recess to executive session. Trustee Wunderlich second. Motion passed unanimously by voice vote.**

Reconvene to open session 6:03 p.m. {01:04} - Chair Nelson opened the meeting with the Pledge of Allegiance.

FY 2018-2019 PRELIMINARY BUDGET PUBLIC HEARING {01:04} - Trustee Wunderlich Budget Committee Chair reviewed the preliminary budget expenditures.
Fund #7244 5-mill voted levy: Debt service for Fairgrounds Station #1 final payment $11,008, and chief's administrative vehicle $5,818. Additional line item expenditures new Station #4 in progress $47,000, Big Arm Station #2 new generator and installation costs $8,000, SCBA Grant $250,000 with a 10% match at $25,000. Alison Meslin commented on the generator project. Chief Gieser indicated the generator project includes generator, components, concrete pad and electrical installation. The revenue projections are not available. FY 2018-2019 proposed preliminary budget $96,826.
Fund #7246 capital improvement expenditures: Station #4 in progress $247,000. Blackwell Enterprises provided a cost estimate at $195,505; although recently the market indicates an increase in steel products. E-310 freightliner $55,614. Moving forward with the project, Chief Gieser plans to deliver the freightliner by flatbed to Deer Lodge for paint restoration which is a cost saving measure. The expenses to date including the projected budget total approximately $45,000. Freightliner #310 expenditures are funded by the DNRC contracted services revenue last year and donations by Good Shepherd Lutheran Church and Immaculate Conception Church. E-316 replace aluminum tank with a plastic tank and pump assembly $12,000. E-316 foam is dripping in the water, which was a design error at the factory. Major repairs to apparatus $10,000 is for unanticipated expenditures. FY 2018-2019 proposed preliminary budget $329,614.

Fund #7245 operating fund: Chief personnel salary remained the same. Chief Gieser prefers five sick leave days in lieu of a salary increase. The payroll employer contribution was increased. Currently operating and maintenance is completed in house, therefore the line item is decreased. Fuel was increased to compensate for cost increase and wildland response. Vehicle maintenance and repair

was increased to analyze deferred maintenance. The communications tower move to Jette Hill work in progress will be completed soon. Chief Gieser commented the CAD system continues to analyze the unknown operations. Leanna Fillman questioned the ability to charge a communication user fee. Lake County is the owner and provides the service to Polson Rural Fire District. The total supplies budget remains approximately the same as the previous year. Purchased services – inspection of vehicles pump test are currently internalized. Big Arm Station safety wall repair and additional repairs same as previous year. Alison Meslin noted the operating supplies communication $4,400 and communication fee interface $3,300. Chief Gieser replied the communication puk system, mobile data terminal is $4,400 and the vehicle location system is $3,300. Repairs and maintenance on Fairgrounds Station insulation repair in a corner of the building. Station #4 maintenance and utility costs are estimated for half a year. Training is completed in house by Chief Gieser and Captain Hoel. Chief Gieser recommended clerk's compensation increase. Chair Nelson noted the lease agreements with Lake County for Station #1 and Station #4 will be $1.00 per year per station. Trustee Wunderlich commented the reserve June 30, 2017 was approximately $3,000; the reserve June 30, 2018 was approximately $41,000. Chief Gieser commented in eighteen months the district will request a re-authorization of a voted mill levy. The voted mill levy revenue will complete Station #4 and recapitalize the apparatus needs. Trustee Wunderlich suggested the budget committee meet August 14, 3:00 p.m. at Fairgrounds Station to review the preliminary budget and revenue appropriations. FY 2017-2018 adopted budget $179,396; FY 2018-2019 proposed preliminary budget $182,396.

Close public hearing - Chair Nelson closed public hearing 6:48 p.m.

Call to Order {00:02} – Chair Nelson opened the August 8 meeting at 6:49 p.m.

Minutes July 11, 2018 {00:04} – **Trustee Roberts motion to approve the July 11, 2018 minutes. Trustee Wunderlich second.** Public comment: None. **Motion passed unanimously by voice vote.**

Communications {01:00} – Mission Valley Power selected Polson Rural Fire District as July customer of the month. MVP has a monthly random selection for prompt pay award in the amount of $50.00. The $50.00 award was applied with $25.00 to Station #1 and $25.00 to Station #2.

Claims {01:58} – Chair Nelson questioned the L.N. Curtis invoice for name patches. Chief Gieser indicated the identification patches snap onto turnout gear. Trustee Roberts noted Mission Valley Security invoice for fire extinguisher inspection and recharge. Chief Gieser indicated MVS inspects annually. **Trustee Wunderlich motion to pay bills. Trustee Doty second.** Public comment: None. **Motion passed by voice vote.**

TREASURY REPORT FOR MONTH ENDING JULY 31, 2018 {05:18} – The report is preliminary. The Lake County Treasurer month end reports are not available. Fund #7245 update to include July claims paid August 8. Fund #7243, #7244, #7246 reflect the June 30 balance. No revenue is posted.

FUND #	7245 Operating Fund	$ 53,163.61
FUND #	7244 Voted Levy (5 mills with sunset)	$ 49,391.78
FUND #	7246 Capital Improvement Fund	$ 186,874.58
FUND #	7243 Voted Levy Operating Fund	$ 8.47

Check numbers 6919 - 6943, both inclusive issued 8/08/18 $ 6,139.68
Represents July, 2018 claims
Public Safety:
Fire Chief payroll July 6, July 20 , 2018 (gross) $2,923.08
Employer expense match SS & Medicare $ 223.62
Quick books processing fee $ 3.50
A1-101 deposit -
Fund #7245
Deposit to Fund #7245 Operating Fund:
06/18/18 Receipt #A1 108002 HB 124 4th Quarter
FY 2018 Entitlement $ 933.95
06/18/18 Receipt #A1 108000 SB 96 4th Quarter
FY 2018 Personal Property Reimbursement $ 112.59
Lake County Trial Balance 6/30/18
Fund #7244 2017 Real property taxes outstanding $ 823.69
Fund #7245 2017 Real property taxes outstanding $1,709.98
2018 Certified Taxable Value $13,626 increase $52.00/per mill
Comparison:
2017 taxable value $13,574 increase = $471
2016 taxable value $13,103
The Department of Revenue has a two year reappraisal cycle with 2018 being the final year of the cycle. The 2019 certified taxable value for the district should indicate an increase.
Trustee Roberts motion to approve treasurer's report. Trustee Wunderlich second. Public comment: None. **Motion passed unanimously by voice vote.** Chair Nelson thanked Bonnie for the report.

CHIEF'S REPORT {10:16} – Chief Gieser presented the following 30 day period report.
Response
1). Fire alarm 37760 Kings Point Road; 2). Fire alarm 42160 La Bella Lane; 3). Motor vehicle accident Polson Bridge; 4). Barge accident Meadow Lark Lane. The incident involving a Boy Scout barge was assisted by Polson City, Chief Cliff, and OEM with pumps to re-float the barge to a location to rescue the barge. 5). Grass fire Pump Canal Road; 6). Horse trailer fire Tower Road; 7). Fire alarm 29121 Dune Grass Lane; 8). Grass fire mile marker 66 Hwy 93; 9).Vehicle accident 35078 Bennington Lane; 10). Overheated vehicle Hwy 93 and Ridgewater Drive; 11). Fire alarm 29524 White Swan Road; 12). Smoke sighting Walking Horse Lane; 13). Medical assist to land alert canceled enroute; 14). Grass fire Irvine Flats & Pickett Road lightening strike; 15). Grass fire end of Tower Road lightening strike; 16). Grass fire Gardner Ranch & Irvine Flats unable to locate; 17). Unattended campfire Buffalo Rapids; 18). Mutual aid to Chief Cliff Fire for a trailer fire; 19). Sighting of smoke Meadow Lark Lane; 20). Vehicle accident Pablo Reservoir; 21). Vehicle accident Highway 93 & Jette Meadow #3 turn out.
Administration
Nfirs CAD training, budget workshop meeting x 2, burning complaint Valley View Road, knox box order, drafting and wildland training at Buffalo Bridge, and prepare VFIS annual roster.
Repair & Maintenance
E-328 replace Kussmaul auto charge, reconfigure charge system wiring and replace #2 battery
WT-310 move unit to drive line shop for PTO shaft measurement and construction, install PTO drive shaft service pump, move unit back to station 1, rotate pump volute and tap in lower pump drain,test

pump for rotation and pressure. U-300 read code for check engine light; E-314 change fuel primer bulb to pump motor; E-333 change pump start switch, repair work light broken wire.
The fire alarms were all false alarms. Gordon plans to approach the issue with the Lake County Fire Association noting it is a county wide problem. The Garden Creek wildland response U-319 is currently assigned with Assistant Chief Jack Clapp on first shift, Carol Swope assisted on second shift, and Jane Clapp on the current shift. The response requires one operator.

MEMBERSHIP REPORT {19:10} – No report.

Old Business:

UPDATE STATION No. 4 LAND LEASE AGREEMENT & SITE PREPARATION {19:45} – Chair Nelson introduced the agenda item. The gravel pit site preparation mutual agreement with Frank Thomas and Knife River is progressing. Dan Eastman at Treasure State Concrete, Polson will begin the site preparation. Lake County Deputy Attorney Wally Congdon is updating the Fairgrounds Station lease and preparing a lease for Station No. 4. Trustee Roberts questioned the site preparation foundation. The contractor will be responsible for the foundation. Public comment: None.

UPDATE STATION No. 4 BUILDING PLAN {23:34} – Chief Gieser provided a draft building proposal plan. Lake County Deputy Attorney Wally Congdon may have a building template to incorporate in the design. Attorney Rich Gebhardt will assist with the performance bond. The project will require a group effort in conjunction with the board. Chair Nelson noted the building is pre-engineered.

UPDATE WILD HORSE RV RESORT SUBDIVISION {26:38} – Ms. Lundeen developer contacted Chief Gieser regarding the advertisement sign at the Big Arm Fire Station No. 2. The sign is for profit, therefore it is not permissible. The sign advertises overnight camp sites available. Big Arm Seventh Street upgrade will include a double chip seal.

New Business:

CONSIDER NEW PERSONNEL {30:09} – Chief Gieser requested board approval for Tyler Rios application. **Trustee Wunderlich motion to approve Tyler Rios for membership to the Polson Rural Fire Department. Trustee Doty second. Motion passed unanimously by voice vote.**

PREPAID CAPPED CONTRACT 2018-2019 {30:58} – Chair Nelson reported Energy Partners Propane pre-pay contract October 1, 2018 to March 31, 2019 indicates a credit balance of $424.67. Additionally last year the usage was 92 gallons with an average over the past three years of 205.2 gallons. Bonnie will contact Energy Partners to determine the amount to pre-pay, if any.

Public input on non-agenda items: {32:23} – None.

ADJOURN: {32.31} – **Trustee Wunderlich motion to adjourn. Trustee Roberts second. Motion passed unanimously by voice vote.**

Chair Nelson thanked everyone for attending.

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ADJOURN: 7:20 p.m.

August 21, 2018 5:00 p.m. executive session. Followed by public hearing FY 2018-2019 budget and special meeting to adopt budget.

Next regular scheduled meeting September 12, 2018 6:00 p.m.
at Fairgrounds Fire Station No. 1

Fred J. Nelson, Chair

Dick Wunderlich Secretary-Treasurer

Bonnie M. Manicke, Recorder

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AGENDA
Polson Rural Fire District Trustees Monthly Meeting
WEDNESDAY AUGUST 8, 2018
5:00 p.m. Executive Session
6:00 p.m. Regular Monthly Meeting
Station No. 1 Fairgrounds Station
25-B Regatta Rd.
Polson, MT 59860
Station 1 Phone 406 883 4244
Website lakemt.gov/prfd

5:00 p.m. EXECTUTIVE SESSION : PERSONNEL

6:00 p.m. FY 2018-2019 PRELIMINARY BUDGET PUBLIC HEARING

Trustee Meeting Includes: Public comment by raising your hand

REVIEW MINUTES JULY 11, 2018 - BONNIE
COMMUNICATIONS - BONNIE
REVIEW & APPROVE CLAIMS - CHIEF GIESER & BONNIE
TREASURER'S REPORT - BONNIE
CHIEF'S REPORT - CHIEF GIESER
MEMBERSHIP REPORT - CHAIR MICHAEL HINGISS

OLD BUSINESS INCLUDING: Public comment by raising your hand

UPDATE STATION 4 LAND LEASE AND GROUND WORK - CHAIR NELSON

UPDATE STATION 4 BUILDING PLAN - CHIEF GIESER

UPDATE WILD HORSE RV RESORT - CHIEF GIESER

NEW BUSINESS INCLUDING: Public comment by raising your hand

PUBLIC INPUT ON NON AGENDA ITEMS

ADJOURN

** ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICI ARE ENCOURAGED TO ATTEND AND PROVIDE HELPFUL COMMENTS. OTHER ITEMS NEED TO BE SUBMITTED TO THE BOARD TEN DAYS IN ADVANCE OF THE MEETING.

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Polson Rural Fire District
July, 2018 Claims Approved August 8, 2018 Board Meeting

Num		Description	Memo	Category	Amount
6919		Brown's Jewelry	Appreciation Plaque PolsonAmbulanceEMT Training	201 Operating Supplies	-65.00
6920		Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone {Landline} - Fairgrounds Stn.	-62.72
6921	S	City Of Polson	Fill Spout Fairgrounds Stn	316 Water Fill Spout - Fairgrounds Stn.	-61.34
			DEQ annual tap fee	316 Water Fill Spout - Fairgrounds Stn.	-2.00
6922	S	Davis & Brown CPAs PC	Inv#2691 7/03/18 Chief Gieser payroll w/reports	345 Payroll Accounting Fire Chief Salary	-22.05
			Inv#2691 7/03/18 2nd Qtr payroll rpts Efile	345 Payroll Accounting Fire Chief Salary	-63.00
			Inv#2691 7/1818 Chief Gieser payroll w/reports	345 Payroll Accounting Fire Chief Salary	-12.60
6923	S	Drivelines Of Missoula	Inv 33184 2-U joint	956 Truck#310 2008 Freightliner	-41.00
			Inv 33184 14-tubing	956 Truck#310 2008 Freightliner	-14.00
			Inv 33184 Labor retube & balance	956 Truck#310 2008 Freightliner	-85.00
6924		Carol Swope	Reimburse EMTfees	332 Training	-134.00
6925		Jeff Veach	Reimburse EMTfees	332 Training	-134.00
6926		Jack Clapp	Reimburse EMTfees	332 Training	-134.00
6927		Larry Newell	Reimburse EMTfees	332 Training	-134.00
6928		Kyle Yankey	Reimburse EMTfees	332 Training	-134.00
6929	S	First Bank Card	7/10/18 Chris McGuinness	508 Background Checks {New Firefighters}	-14.50
			7/10/18 Tyler Rios	508 Background Checks {New Firefighters}	-14.50
			7/18/18 Office Depot 10-rm case copy paper	220 Office Supplies	-29.99
			7/18/18 Office Depot 1-box file folders	220 Office Supplies	-8.29
			7/18/18 Office Depot 1-10 pkg jumbo paper clips	220 Office Supplies	-6.45
			7/18/18 Office Depot 1-pkg labels	220 Office Supplies	-8.00
			7/18/18 Office Depot 2 pkg c/d sheet protectors	220 Office Supplies	-19.98
			7/18/18 Office Depot 1-pkg sharpie markers	220 Office Supplies	-2.99
6930		Jette Services	Inv#028 July, 2018 weekly cleaning Fairgrounds Station	321 Cleaning Services - Fairgrounds Stn.	-125.00

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Num		Description	Memo	Category	Amount
6931	S	L.N. Curtis & Sons	Inv204465 hanging letter patch Woodger	204 Turnouts Structure & Wildland	-45.00
			Inv204465 hanging letter patch D. Hoel	204 Turnouts Structure & Wildland	-45.00
			Inv204465 hanging letter patch Silverman	204 Turnouts Structure & Wildland	-45.00
			Inv204465 hanging letter patch Berens	204 Turnouts Structure & Wildland	-45.00
			Inv204465 hanging letter patch Schoening	204 Turnouts Structure & Wildland	-45.00
			Inv204465 coat side patch captain	204 Turnouts Structure & Wildland	-75.00
			Inv201115 2-black helmets	204 Turnouts Structure & Wildland	-430.00
			Inv201115 transportation	204 Turnouts Structure & Wildland	-37.90
6932		Lake County Leader	Acct #19028 FY 2019 Prelim Budget Hearing	330 Newspaper legal notice, advertising	-26.00
6933	S	Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-50.17
			Location #2876820001;2876820002 {1-security light}	302 Electricity - Big Arm Station	-13.07
			Location #2400744000	315 Electricity - Fairgrounds Station	-193.99
			Customer month award $50 split $25 ea stn		0
6934	S	Mission Valley Security	Invoice #15812 An'l inspection fire ext	201 Operating Supplies	-7.00
			Invoice #15812 recharge	201 Operating Supplies	-11.00
			Invoice #15812 powder	201 Operating Supplies	-16.60
			Invoice #15812 valve stem cleaning	201 Operating Supplies	-1.50
6935	S	Mission Valley Security	Invoice #15969 3 times @ $17.50	305 Security - Big Arm Station	-52.50
			Invoice #15969 3 times @ $17.50	318 Security - Fairgrounds Station	-52.50
			Invoice #15969 Cellular Communicatn Fee 3 months	305 Security - Big Arm Station	-32.85
6936	S	Montana Ace Trempers	Inv#199291006 spark plug	201 Operating Supplies	-3.99
			Inv#199291006 shop labor	201 Operating Supplies	-18.75
			Inv#199291006 shop parts	201 Operating Supplies	-4.00
6937	S	Polson Auto Parts, Inc.	Inv 493044 hose claps, primer bulb E-314	211 Vehicle Repair & Maint Supplies	-28.36
			Inv 493473 switch-push button E-333	211 Vehicle Repair & Maint Supplies	-10.99
			Inv 493664 battery E-328	211 Vehicle Repair & Maint Supplies	-173.17
			Inv 494300 spark plug float pump E-316	211 Vehicle Repair & Maint Supplies	-4.48
			Inv 494933 80W - 90 1-qt E-310	956 Truck#310 2008 Freightliner	-4.87
			Inv 495316 terminal,OEM term rpr, gasket E-310	956 Truck#310 2008 Freightliner	-10.15
6938	S	Montana State Fund	Installment 1/4 08/01/18 to 08/01/19	506 Worker's Compensation	-1708.15
			Expense Constant	506 Worker's Compensation	-184.88
6939		Republic Services	Acct #3-0889-0014329 Inv #0889-002200175	319 Disposal Service - Fairgrounds Stn.	-58.37
6940		Valley Business Systems	Acct #J36727 ticket J-37851 131A black toner	220 Office Supplies	-95.00

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Sheet1

Num		Description	Memo	Category	Amount
6941	S	Valley Journal	Inv#30114 legal 7/4/,7/11 bids for excess property	330 Newspaper legal notice, advertising	-16.10
			Inv#30431 legal7/25,8/1 Prelim budget hearing	330 Newspaper legal notice, advertising	-8.05
6942	S	Jeff Veach	352425 5/05/18 cut grass	307 Repairs & Maint. - Big Arm Station	-40.00
			352427 5/12/18 cut grass, spray roundup	307 Repairs & Maint. - Big Arm Station	-40.00
			352431 5/15/18 spray lawn stn2&across str	307 Repairs & Maint. - Big Arm Station	-115.00
			352432 5/20/18 cut grass, weed spray roundup	307 Repairs & Maint. - Big Arm Station	-40.00
			352438 5/30/18 cut grass, weed spray roundup	307 Repairs & Maint. - Big Arm Station	-40.00
			352441 6/12/18 cut grass, weed eat	307 Repairs & Maint. - Big Arm Station	-40.00
6943	S	WEX Bank	Truck #314	210 Gas, Diesel,Oil	-60.79
			Truck #301	210 Gas, Diesel,Oil	-164.72
			Truck #318	210 Gas, Diesel,Oil	-57.72
			Truck #328	210 Gas, Diesel,Oil	-21.17
			Truck #327	210 Gas, Diesel,Oil	-75.19
			Truck #326	210 Gas, Diesel,Oil	-57.96
			Truck #300	210 Gas, Diesel,Oil	-137.17
			Truck #316	210 Gas, Diesel,Oil	-74.64
			Truck #333	210 Gas, Diesel,Oil	-136.17
			Truck #308	210 Gas, Diesel,Oil	-102.88
			Truck #313	210 Gas, Diesel,Oil	-53.47
				TOTAL CLAIMS	-6139.68