

Hebgen Basin Fire District

Meeting Minutes

June 28, 2018

Meeting was called to order at 1205 hrs.

Board Members Present: Gay McBirnie, Kyle Goltz, Mike Gavagan, Nancy Heideman

Also in Attendance: Chief Grube, AC Jessop, Emily Barnes

Recorder of Minutes: Emily Barnes

Public Comment for Items Not on Agenda: No public comment.

Approve Claims/Deposits: Gay McBirnie made a motion to approve the claims as presented. Mike Gavagan seconded. Motion passed.

New Business:

Budget Amendments:

Increase Revenue in CPR Training #362030 by \$15,825.85

Increase Expenditure in CPR Training #312 by \$15,825.85:

Mike Gavagan motions to increase the revenue account #362030 by \$15825.85 and to also increase expenditure object #312 by \$15,825.85. Nancy Heideman seconds. All in favor. Motion passed.

Decrease Salaries and Wages #110 by \$29,000.00:

Increase Overtime #120 by \$29,000.00:

Nancy Heideman thinks it would look better from an audit standpoint to keep the budget showing that we were over budget in overtime. Heideman states it would be more useful to be able to explain that we incurred that expense because we were understaffed and had to pay more than we had budgeted for overtime. Amendment fails for lack of first motion.

Administrative Assistant Wage Increase: Chief Grube reminds the board of the Chief's report from prior board meeting. Chief suggests a \$2500 increase to the current Administrative Assistant wage effective July 1st. He explains that it is still within the wage range of the position. Nancy Heideman asks about prior people in the position and if it is comparable to what the district had done in the past. Nancy Heideman motions to approve a wage increase for the Administrative Assistant of \$2500. Mike Gavagan seconds. All in favor. Motion passed.

Meeting Adjourned: 12:22

HEBGEN BASIN FIRE DISTRICT
 Claim Details by Posted Date
 For Claims from 06/13/18 to 06/28/18

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4353	366488S	152 POORE, ROTH & ROBINSON, P.C.	1,990.00					
1			1,990.00			1000 420400	352	101000
4354	366489S	473 TANGARO LOFGREN CPA'S, PLLC	2,000.00					
1		Financial Statement	2,000.00			1000 420400	350	101000
4355	366486S	154 JAKE'S AUTOMOTIVE	469.69					
1		Oil/filter change (2 trucks)	469.69			1000 420400	363	101000
4356	366480S	385 BEST PRACTICE MEDICINE	2,671.04					
1		Simulation Training	2,671.04			1000 420400	380	101000
4357	366478S	444 AMATICS CPA GROUP	63.00					
1		Employee Asst. Program Help	63.00			1000 420400	350	101000
4358	366481S	334 BOZEMAN TROPHY	80.40					
1		Plaque	80.40			1000 420400	338	101000
4359	366483S	225 CENTER OF EDUCATION & EMPLOYMENT	124.95					
1		Employment Law Renewal	124.95			1000 420400	335	101000
4360	366479S	277 AT&T MOBILITY	309.64					
1			309.64			1000 420400	341	101000
4361	366485S	200 GALLATIN COUNTY CLERK & RECORDER	1,349.64					
1		Election Costs	1,349.64			1000 420400	353	101000
4362	366494S	120 YELLOWSTONE ARCTIC YAMAHA	16.80					
1		Labor	16.80			1000 420400	363	101000
4363	366487S	15 L.N. CURTIS & SONS	270.11					
1		Letter Patch and Embroidery	270.11			1000 420400	225	101000
4364	366490S	21 TERRELL'S OFFICE MACHINES	58.33					
1		Color/B&W Meter	58.33			1000 420400	210	101000
4365	366491S	469 VFIS	20,195.00					
1		Insurance Policy Premium	20,195.00			1000 420400	510	101000

06/28/18
09:03:40

HEBGEN BASIN FIRE DISTRICT
Claim Details by Posted Date
For Claims from 06/13/18 to 06/28/18

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Report ID: AP100

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4366	366484S	27 FALL RIVER ELECTRIC	614.35					
1		Station 1 Utilities	368.80			1000 420400	241	101000
2		Station 2 Utilities	50.34			1000 420400	242	101000
3		Station 3 Utilities	137.64			1000 420400	243	101000
4		Station 4 Utilities	57.57			1000 420400	244	101000
4367	366492S	23 WESTMART	2,490.48					
1		Training Building	1,796.34			1000 420400	364	101000
2		Building 1 Maintenance	694.14			1000 420400	360	101000
4368	366493S	400 WYOMING MONTANA SAFETY COUNCIL	204.05					
1		NSC First Aid/AED trainer	204.05			1000 420400	312	101000
4369	366482S	464 CARRIE EGGING	86.95					
1		Uniform Allowance	86.95			1000 420400	226 -	101000
# of Claims			17	Total:				32,994.43

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **