

Hebgen Basin Fire District

Meeting Minutes

January 13, 2020

Meeting was called to order 1800 hrs.

Board Members Present: Ken Davis, Gay McBirnie, Kyle Goltz, John Costello, Mike Gavagan

Also in Attendance: Chief Grube, AC Jessop, William Polansky, Brad Wittrock, Tyrel Stoker, Carrie Egging

Recorder of Minutes: Chief Grube

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

Approval of Minutes for December 10, 2019 Regular Board Meeting: Gay McBirnie motions to approve Regular Board Meeting minutes. John Costello Seconds. All in Favor. Motion Passed.

Approve Claims/Deposits: Ken Davis motions to pay claims. Gay McBirnie Seconds. All in favor. Motion passed.

Chief's Report: See attached.

New Business:

Swearing In and Confirmation of Brad Wittrock as Confirmed Firefighter

Assistant Chief Jessop gave speech on what were the qualities of a fire fighter and Brad's tenure so far with Hebgen Basin Fire District. Chairman Goltz swore in Brad Wittrock and confirmed him to the department.

Reformatting of HBRFD District and Personnel Policy Manual

Chief Grube updated the board on how he is currently reformatting the District and Personnel Policy manual and why. Chief Grube stated he would bring it back to the board for adoption once completed.

Approval to Start Summer 2020 Intern Hiring Process

Chief Grube asked for approval to start the 2020 Summer Intern Hiring Process. Ken Davis motions to approve the 2020 Intern Hiring Process. John Costello Seconds. All in favor. Motion passed.

Next meeting 02/11/2020 at 18:00

Meeting adjourned: 18:42

Hebgen Basin Fire District

Meeting Minutes

February 11, 2020

Meeting was called to order 1803 hrs.

Board Members Present: Gay McBirnie, Kyle Goltz, John Costello, Mike Gavagan

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Cassandra Mitchell, Jamie McBirnie, Landon Zimmerman

Recorder of Minutes: Lindsey Charlton

Public Comment for Items Not on Agenda: Lindsey asks for district to allow use of copier for printing flyers for Missoula Children's Theatre to help avoid the printing expense. Board approves request. Jamie McBirnie shares that raffle tickets on sale for Search and Rescue event at Napa or Westgate body shop.

Approval of Minutes for January 13, 2020 Regular Board Meeting: Mike Gavagan makes motions to approve Regular Board Meeting minutes. Gay McBirnie Seconds. All in Favor. Motion Passed.

Approve Claims/Deposits: Mike Gavagan motions to pay claims. Gay McBirnie Seconds. All in favor. Motion passed.

Chief's Report: See attached.

New Business:

Approval to Demo and Possible Purchase High Flo Snow Blower For tool Cat

Chief took the tool cat to Kamp Implement to have it inspected. There was a \$300.00 part that had to be replaced. Chief asked Kamp if they would allow the district to demo the High Flow Blower to see if it is capable of performing the job needed before making the purchase. The purchase of this item was not budgeted so chief is asking to use funds from selling the old plow truck to make the purchase if demo is a success. The total cost of the blower is \$7,850.00. Kyle comments that this is a good use of funds and that trying it before purchasing is a great idea. Gay McBirnie makes motion to approve demo and purchase of the high flow snow blower for the tool cat. Mike Gavagan seconds. All in favor. Motion passed.

Contract NEPA Assessment for Station 5

Chief reports that he is working with Forest Service on station 5 location. In 2014 they accepted the proposal, and that the District resubmitted the proposal in 2017 but in fall of 2019 they claimed to have no documents. Chief resubmitted the documents again with all the required paperwork to get processes started. Jason Brey informed Chief that they wanted to move forward with this but they do not know when the NEPA Forest Service people would be able to participate. Chief asked for the scope of what needs to be done. Jason informed Chief that the Forest Service contracts with Hydro Solutions and contacted them to see what it will cost for a potential NEPA assessment. They Charge \$20,000.00 for a full assessment and \$5,000.00 will start a phased process. The other option is to have the Forest Service do the work and they will charge anywhere from \$9,000.00-\$10,000.00. The downside to this is that we would have to work with the Forest Service's timeline and we will not receive a definitive answer as to when the process may start. Chief is looking for some direction from the board and recommends that in order for this to keep moving forward, the District should go with Hydro

Solutions. One of the NEPA specialists in Bozeman stated that they could start the process as soon as possible and if the District has to do a full NEPA assessment it may take a year to fully complete. Chief state that we already have money budgeted already for this process. Mike Gavagan makes motion to hire Hydro Solutions for up to \$5000.00 for phase one. John Costello seconds. All in favor. Motion passed.

Next meeting 03/10/2020 at 18:00

Meeting adjourned: 18:45

Hebgen Basin Fire District

Meeting Minutes

March 10, 2020

Meeting was called to order 1801 hrs.

Board Members Present: Gay McBirnie, Kyle Goltz, John Costello, Ken Davis

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Brad Wittrock, Jeremy Gallagher, William Polansky, Jason Gras, Tim Martindale, Jason Jarret, Skip Morris

Recorder of Minutes: Lindsey Charlton

Public Comment for Items Not on Agenda: No public comment

Informational Presentation

Gallatin County 911 and Search and Rescue Representatives came to discuss need for increasing mill levies. Jason Jarret introduces himself to the board and is speaking on behalf of Gallatin County Search and Rescue. Jason reports to the board that the commission is planning to put levies on next ballot, asking public to vote for 2 mills. Last vote was 1986 with only ½ of a mill increase and then increased to a full mill within the last 10 years. Gallatin County SAR is the busiest SAR in the state and had 113 calls last year. The additional mill funding would be used to improve infrastructure, increase recruitment, improve retention rate, and improve support for volunteers. Kyle Goltz asks Jason how much of the funding will be allotted to West Yellowstone, the southern end of the county that seems to always be forgotten. Jason respond that it is extremely difficult to maintain volunteers in West Yellowstone so that would be the first thing to work on, possibly looking into a paid coordinator position. Ken Davis asked why Search and Rescue does not try to recover money from the people needing the service. Jason responds that research shows when fees are charged, the injuries still happen and often later at night putting SAR teams at a greater risk.

Tim Martindale introduces himself to the board as the new 911 Director. Tim shares that he came into the position with immediately tackling the radio project. Tim reports that since 2006 the budget has grown to over 1 million dollars and the mill has not grown to match. The goal is to add 6 mills to improve 911 functions and begin a new text to 911 program. If the additional 6 mills are approved the West Yellowstone Dispatch will receive approximately \$200,000.00. The radio project will be presented to the commission next Tuesday and if this project is funded without the additional mills then other projects will feel the financial burden.

Martindale reports that \$800,000 per year, starting on year 2 will go to radio project. There will also be a change in staffing with a merger with MSU and replacing the radio/comms manager. Currently the Gallatin County 911 has a staffing issue with having 9 full time employees and 2 part time employees but have 19 total positions. The 911 center is currently in the process of looking for other sources of revenue and will be reworking the AMR contract.

Approval of Minutes for February 11, 2020 Regular Board Meeting: Gay McBirnie motions to approve Regular Board Meeting Minutes. John Costello Seconds. All in Favor. Motion Passed.

Approve Claims/Deposits: Ken Davis motions to pay claims. Gay McBirnie Seconds. All in favor. Motion passed.

Chief's Report: See attached.

New Business:

Verizon Contract Renegotiation Request

Verizon is attempting to renegotiate the current cell tower contract by offering lower monthly payments to District. The first rejected offer was for 755.88 per month and the second offer was for 862.00 per month. Chief states that there is not any benefit in the district renegotiating this contract since we currently receive roughly 13,000 per year. Verizon spent a lot of money putting in site and there are not too many locations to move cell site to. Current contract auto renews every 5 years with a 2% annual increase in rent rate. Ken Davis states that the tower has other things hanging off of it so it would appear that Verizon has a revenue stream. Chief responds that another part of the contract is Verizon must provide a 90 day notice to terminate then remove all equipment from the site. Kyle Goltz recommends that the District send Verizon a letter stating to leave the contract as currently established. Ken Davis motions to have chief send letter stating we have no interest in changing the current contract. John Costello seconds. All in Favor. Motion passed.

Budget Update

Chief reports that we are on par with current budget sitting around 66%. There are a few line items that district is at 75%. One error is with Medical Fees due to a returned check not getting reposted. Lindsey will be getting with Black Mountain to get this issue corrected. Chief asks board to approve a few budget amendments. Chief explains to the board that these amendments are just moving funds collected from a MT State Fund Dividend Check, sparky the fire dog grant funds, and funds from selling old plow truck. The funds will be used to purchase extrication tools and a Snow Blower for the Tool Cat. District already purchased Sparky the Fire Dog costume.

Chief requests to make the following budget amendments:

Apparatus Sales account #362300 increase by \$3,200.00

Miscellaneous Revenue account #362110 increase by \$13,600.00

Fire Prevention Expense Budget account 920000, object #315 Increase by \$2,400.00

Machinery and Equipment Expense Budget account 920000, object #940 increase by \$36,800.00

Station 1 Seal Coat Expense account 920000, object #974 decrease by \$17,095.00

Machinery and Equipment Expense Budget account 920000, object #940 increase by \$17,095.00

Ken Davis Motions to approve budget amendments as chief has presented. Gay McBirnie seconds. All in Favor. Motion passed.

Next meeting 04/14/20 at 6:00 PM

Meeting adjourned: 19:12

Hebgen Basin Fire District

Meeting Minutes

April 14, 2020

Meeting was held online and called to order at 1801 hrs.

Board Members Present: Ken Davis, Gay McBirnie, Kyle Goltz, Mike Gavagan

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Brad Wittrock, Jeremy Gallagher, Jason Gras, Will Polansky

Recorder of Minutes: Lindsey Charlton

Public Comment for Items Not on Agenda: No Public comment

Approval of Minutes for March 10, 2020 Regular Board Meeting: Ken Davis motions to approve minutes as written. Gay McBirnie Seconded. All in Favor. Motion passed.

Approve Claims/Deposits: Ken Davis motions to approve the claims as presented. Mike Gavagan Seconded. All in Favor. Motion passed.

Chief's Report: See attached.

Chief reported that staff has been very busy with events within the community. There has been Ski races, snowmobile races, and a Skijoring event. Staff also has been helping with packaging and delivering senior lunches within the community. Chief congratulates Brad Wittrock for getting his Fire Fighter 1 certification from the state. Mike Gavagan thanked staff for helping with events within the community.

New Business:

Hardship Application

Chief presented hardship application for a patient that has requested remaining balance of bill be waved. Patient has paid monthly payments for 8 months, paying half the amount owed. Patient lives on social security and has no additional income to rely on. Chief reads patients explanation of financial circumstances to board. Mike Gavagan motions to approve hardship application. Ken Davis Seconded. All in favor. Motion passed.

Intern Position Hiring Freeze

Chief has requested to put a hiring freeze on the intern position. Due to the Covid-19, town is going to see a significant decrease in resort tax collected and the District may see up to 25% decrease in ambulance revenue. Chief visited several hotels and rates are expected to drop from \$250.00 per night to \$150.00. The best course of action in order to handle current commitments and prevent financially straining the District is to freeze intern hiring. Gay McBirnie Motions to approve the intern hiring freeze. Mike Gavagan Seconded. All in favor. Motion passed.

Draft 2020-2021 Preliminary Budget

Chief presented preliminary budget on shared screen and reviewed several line items. Ambulance revenue was cut 25% due to Covid-19 and the new projected revenue is \$209,000. Verizon cell tower contract income projected to remain same. Chief sent letter to Verizon representative stating the District has no interest in renegotiating contract and Verizon has not responded. Chief budgeted \$735,000.00 for wages but without intern program it will drop to \$702,000.00. The District will need to finalize preliminary budget at May board meeting to submit to county by 5/21 deadline.

Excess Vacation Payout

Chief requests for board to approve excess payout for staff that has accumulated more vacation hours than what employees are allowed to carry per District Policy 401.25. Policy states that excess vacation leave shall be paid out at 50% of the value for overages after 3/31 annually. James Jessop is 24.8 hours over and paid out at 50% will be \$522.88. Shane Grube is 25.30 hours over and paid out at 50% will be \$570.36. Mike Gavagan makes motion to approve excess vacation payout per policy guidelines. Ken Davis Seconded. All in favor. Motion passed.

Before the meeting closed Kyle Goltz takes a moment to recognize Gay McBirnie for her work on board and service provided for the District.

Meeting adjourned: 642

Next meeting 5/12 @ 6PM

Hebgen Basin Fire District

Meeting Minutes

May 12, 2020

Meeting was held online and called to order 1801 hrs.

Board Members Present online: Kyle Goltz, Ken Davis, Mike Gavagan, John Costello

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Carrie Egging, Cassandra Mitchel, Trustee Elect Skip Morris

Swearing in of Board Member

Chief requests that the swearing in of Skip Morris to be tabled until next month. The county has not sent the District the official documents. Mike Gavagan motioned to table the swearing in of Skip Morris until the June board meeting. John Costello Seconds. All in favor. Motion passed.

Election of Chair, Vice Chair and Secretary

Ken Davis motioned to table Election of Chair, Vice chair and Secretary until June board meeting. John Costello Seconds. All in favor. Motion passed.

Recorder of Minutes: Lindsey Charlton

Public Comment for Items Not on Agenda: no public comments

Approval of Minutes for April 14, 2020 Regular Board Meeting: Ken Davis motioned to approve Regular Board meeting minutes. Mike Gavagan Seconds. All in Favor. Motion Passed.

Approve Claims/Deposits: Mike Gavagan motions to pay claims. Ken Davis Seconds. All in favor. Motion passed.

Chief's Report: See attached.

Mike Gavagan thanks Chief for all that he is trying to do in order to prepare the town for what may possibly come once the park opens. Kyle Goltz commends Chief for trying to be proactive and get Gallatin County to help with this end of county. Hopefully all these efforts will keep issues to a minimum. John Costello and Ken Davis agree and Thank Chief.

Old Business:

Draft 2020-2021 Preliminary Budget

Chief reports that he has not made any changes to the budget, it is the same as presented last month. Ken Davis states that the District's major funding sources are not going be, here so we should not put any extra money in capital improvement budget. Ken recommends that the District should save the funds in the event they are needed and hold off on any improvements until the current crisis settles down. Many residents of the basin have been impacted by the pandemic and may not even be able to pay property taxes this year. The District has three major financial sources: property tax, ambulance revenue, and resort tax. If revenues projected are down we are going to see a major financial hit. The reality is we cannot give raises to people when we are having financial short falls. Kyle Goltz agrees and states that the District needs to look at what is coming in the future in order to be responsible to the District and the tax payers. Mike Gavagan adds that the Districts priority should be to realize we are going to take a financial hit and we need to be able to pay staff along with bills. The District needs to look at being better prepared for what might be coming. Chief reports

that in the proposal he prepared for the state, he pointed out that 75% of the towns resort tax generated happens in the months of June, July, August, and September. Chief also reported that 75% of town's budget comes from that revenue. Chief hopes that explaining this to people in the Government hopefully will help them see the impact of the pandemic will have here. Ken Davis states that as Chief gets closer to setting the actual budget, the District will need to determine what we need to cut or place on hold. Chief adds that we will know more towards July and we won't be getting the District evals from Gallatin County until early August.

New Business:

Chief's Evaluation

Four out of Five of board evaluations have been turned in and found full satisfactory on all levels. Results show that the board unanously agreed on contract renewal for Chief. In the past the Board voted to extend the contract for another for another year. Chief updates contract and then once board approves, Kyle Goltz signs. Mike Gavagan motioned to renew Chief's contact for another year. Ken Davis seconds. All in favor. Motion passed.

James Jessup read a message from Jason Gras. Jason wanted to extend a congratulations to skip Morris and he did not make it to meeting due to having trouble logging in because the password was not working.

Next meeting: 06/09/20 at 6:00 PM

Meeting adjourned: 06:34

Hebgen Basin Fire District

Meeting Minutes

June 09, 2020

Meeting was called to order at 1800 hrs.

Board Members Present: Ken Davis, Kyle Goltz, John Costello, Mike Gavagan, Skip Morris

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Cassandra Mitchell

Recorder of Minutes: Lindsey Charlton

Swearing in of Board Member: Lindsey swears in Skip Morris as official Member of Board of Trustees.

Election of Chair, Vice Chair and Secretary: Mike Gavagan motions for Kyle Goltz as Chair and Ken Davis as Vice Chair. Both Board members agree to maintain positions. John Costello Seconds. All in favor. Motion passed. Ken Davis nominates Mike Gavagan as Secretary. Mike Gavagan accepts Secretary Role. John Costello Seconds. All in favor. Motion Passed.

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

Approval of Minutes for May 12, 2020 Regular Board Meeting: Ken Davis motions to approve minutes as written. Mike Gavagan seconds. All in favor. Motion passed.

Approve Claims/Deposits: John Costello motions to approve the claims as presented. Ken Davis Seconded. All in Favor. Motion passed.

Chief's Report: See attached.

New Business:

Appointment of Ambulance Revenue Audit Committee

Chief reports that the Auditors of the financials suggested to have protocols and an annual audit in place to review the ambulance revenues. Board will need to appoint ambulance revenue committee members. Ken Davis states he can remain on the committee and that the process was designed to trace the trail of money through our system from start to finish. When the Audit is complete the Audit Committee provides a copy of findings to Chief to share with financial auditors. John Costello Volunteers to be the second member on the Ambulance Revenue Audit Committee. Mike Gavagan motions to approve Ken Davis and John Costello as the boards Ambulance Revenue Audit Committee. Skip Morris Seconded. All in favor. Motion passed.

2019-2020 Audit and Financial Statement Update

Chief reports to Board that the District is still having balancing issues with County and Black Mountain system. Our numbers balance every month with the County but our Black Mountain number on the trial balance never reflect accurate numbers. Sydni is having trouble getting the cash to balance and chief forwarded the Board her recent email for review. When reviewing issues with Black Mountain Support, they believe the issue is from the past auditors making journal entries to correct balances rather than finding the cause. Chief reports that when previous Administrative Assistant was transitioning into a new role, the auditor at the time emailed journal entries and they were never posted. When Sydni first looked at Black Mountain numbers she had to make several adjusting entries to correct balances. Ken Davis states that District continues to spend money to adjust financial statements when Black Mountain should be involved and step up to fix issues. Ken Davis asks Chief why the Board is just now hearing about the issue for closing out year-end for 2019. Chief responds that the issue may be linked to the payroll program and he does not want to bother the board with problems that currently do not have solutions. Chief adds that there are many things with the Gasby34 accounting standards that do not pertain to the District. Chief requested an amendment to do the Audits every two years, extending 2019 another year.

Station 5 NEPA Services Update and Contract

Chief would like to continue to move forward with the NEPA contract using a stair step approach. NEPA Services met for a site visit and used up \$2200.00 of the \$5000.00. Chief reports that it will cost an additional \$10,844.00 for us to move forward with the assessment and expresses that he believes it would be wrong to stop now in this process. If the District stops this process where we are now then we will have to start it over from very beginning, costing the District even more money in the long run. John Costello states that we need to keep ball rolling and move forward with the NEPA process. Ken Davis motioned for Chief to continue in the NEPA process. John Costello Seconds. All in favor. Motion passed.

Approve Ambulance Write –Offs for 2019/2020 Year End

Ken Davis asked Chief for clarification about Public Assists and Agency Assist calls. The public assists calls are for walk up without transport such as a blood pressure check or a situation where a bystander calls 911 and injured party refuses care. Agency assists are blood draws at PD or MVA that the officer requests EMS not parties involved that have a refusal. The District does not charge partnering agencies for these type of calls. Chief reports the District is still waiting on a list from collection agency for ones they cannot collect that are past the allotted time frame for assignment. Mike Gavagan motioned to approve Ambulance Write Offs in the amount of \$37,313.76. Skip Morris Seconded. All in favor. Motion passed.

EMT to Paramedic Position Pay Increase

Chief requests approval from Board to move Tyrel Stoker from EMT pay schedule to Paramedic pay schedule. Tyrel is now licensed with the state as a Paramedic. The Districts Medical Control wants Tyrel to get more field training so Chief is trying to work out an agreement with AMR for a FTO program. Tyrel will be on pay probation at the hourly pay rate of \$20.06, which is consistent with any other probationary paramedic. Chief reports that he discussed with Tyrel the request of District Medical Director and Tyrel approved. Cassandra Mitchell asks Chief to clarify Tyrel's probation terms and also asks why the medical direction gets to make decisions about paramedics. Chief responds that Tyrel is only on pay probation until he completes the FTO to the satisfaction of our Medical Director. Medical Direction is now way more hands on and the District is running into things that are new. Ken Davis comments that when a Medical Director signs on it is their liability if a paramedic makes a mistake. James Jessop states that he thinks it will be a beginning to change our protocols to help implement a way for the District to do our due diligence with people that are newly licensed. Mike Gavagan states that he would like to pass on a congratulations to Tyrel and also agrees that field training is a great idea. Mike Gavagan Motioned to move Tyrel to Paramedic probationary wage starting next pay period and allow for chief to increase pay upon completion of FTO program with approval from Medical Direction. John Costello Seconded. All in favor. Motion passed.

Chief informs the Board that Choice Aviation requested that the District write a letter of recommendation to have the airport remain open in the winter. They are wanting to leave Airport open in the winter to get fixed wing aircrafts in to transport patients. John Costello responds that this is a large subject for discussion and should not be had until we know exactly what they want. Chief states that he will forward the Request from Choice Aviation through email to allow board to review. Mike Gavagan adds that the Board needs to know more details before agreeing to anything.

Chief requests the District to have special board meeting at the end of month to get in all last minute claims paid. Board agrees to have meeting on Tuesday, 6/30 at noon.

Meeting adjourned: 7:44

6/30-special board meeting at noon

Next regular board meeting 7/14/20 at 6pm

Hebgen Basin Fire District
Special Board Meeting Minutes
June 30, 2020

Meeting was called to order at 1201 hrs.

Board Members Present: Ken Davis, Kyle Goltz, Mike Gavagan,

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton

Recorder of Minutes: Lindsey Charlton

Public Comment: No public comment

Approve Claims/Deposits: Ken Davis motions to approve the claims as presented. Mike Gavagan Seconded. All in Favor. Motion passed.

Meeting adjourned: 12:03

Next meeting 7/14/20 at 6pm

Hebgen Basin Fire District
Board Meeting Minutes
July 14, 2020

Meeting was called to order at 1800 hrs.

Board Members Present: Ken Davis, Kyle Goltz, Mike Gavagan, John Costello, Skip Morris

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Troy Hunter, Pierre Martineau, Jane Martineau, Deputy Matt Stubblefield, Will Polansky, Landon Zimmerman, Dan Sabolsky

Recorder of Minutes: Lindsey Charlton

Public Comment: Pierre Martineau, the chairman of the West Yellowstone Senior Center presented Chief and the crew with an appreciation plaque. The Crew has been delivering lunches for the meals on Wheels program on Wednesday and Fridays. Pierre thanks the board for allowing Fire District to help out the community during a time of need.

Approval of Minutes for June 09, 2020 Regular Board Meeting: John Costello motions to approve minutes as written. Mike Gavagan Seconded. All in Favor. Motion Passed.

Approval of Minutes for June 30, 2020 Special Board Meeting: Mike Gavagan motions to approve minutes as written. Skip Morris Seconded. All in Favor. Motion Passed.

Approve Claims/Deposits: Ken Davis motions to approve the claims as presented. Skip Morris Seconded. All in Favor. Motion passed.

Chiefs report. See attached.

New Business

West Yellowstone Airport Year Round Request

Troy Hunter from Choice Aviation addresses the board and requests a letter of support for the Airport to be open for year round operations. Troy states that the project has been approved by the FAA but they would like to see a letter of support from different agencies in West Yellowstone. The Cares Act funding will help with infrastructure and operations but there will also be rental car revenue, lease agreements that will move to year round, and private donors to support year round operation for the next 5 years. Troy reports that Air Methods expressed an interest in seeing better plowed surfaces and having a fixed wing stationed onsite. John Costello asks about the tire testing that takes place at the airport in winter. Troy responds that the tire testing will be in violation of the FAA funding because the airport cannot sublease due to the grant qualifications. Chief asks Troy what the cost will be to maintain the airport year round. Troy states the annual budget is \$540,000.00 with 90% of funding coming from airline taxes and aviation sources. The acquisition of new snow removal equipment will be covered 90% by FAA. Skip Morris expresses concern for the Fire District submitting a letter since the District Board is not a planning Board. Skip recommends soliciting letter from Town or Chamber first. Dan Sabolsky comments that the Town Council has already discussed this subject based on letter that was sent to the Mayor. The Town of West Yellowstone will be endorsing this project providing the town will not be expected to support it financially. The Town will be having more meetings about this due to the Airport requesting to connect to Town sewer system. Mike Gavagan motions to submit a letter of support based on potential needs of the District with no limitations. No Second. Motion failed. Ken Davis motions for District to write a letter of support that details specifically how year round operations would benefit the District in future operations. Mike Gavagan Seconds. Motion passed 3-2(Skip Morris and John Costello voted nay).

Ambulance Write-offs from Collection Agency

Chief presented a list of ambulance write off that hit the 5 year mark and can no longer be collected through CB1 Collection agency. John Costello motions to approve write off of collections debt in the amount of 123,808.39. Skip Morris Seconded. All in favor. Motion passed.

Resolution #202008-1

Resolution to Charge for Rescue/EMS calls on Forest Service Federal Entitlement Lands

Chief explains that there was two resolutions on agenda and the District's attorney suggested to merge them into one. The resolution Chief presented to Board is stating that the district is not obligated to respond to EMS calls located on federal lands unless requested. Chairman Goltz reads resolution out loud to the board then requested a discussion. Chairman Goltz states that Chief has done his diligence with commissioners and believes that this is what PILT funding was intended for. Chief explains that with this Resolution the District will be putting the County on notice that we will not respond to calls on Forest Service Entitlement Land unless requested and at time of request there will be a charge billed to the county. SAR calls currently make up only 8% of District calls. Will Polansky comments that he does not disagree with anything that has been said but the Districts business is a time sensitive business and adding another layer to the process by requiring a request to respond could cost lives. The 8% could be a local or a family member and often with many calls seconds matter. Mike Gavagan states that there would not be an additional layer to the SAR calls, the dispatch decision comes from the SAR coordinator who would be handling call from start to finish. Skip Morris motions to adopt resolution #202008-1 to Charge for Rescue/EMS calls on Forest Service Entitlement Lands. Ken Davis Seconded. Motion Passed 4-0. Mike Gavagan abstained from voting due to a conflict of interest.

VFIS Accident and Sickness Policy

Chief sent a copy of the policy out the board to review. After the death of a juvenile male within the community, Chief wanted to find more support for the staff. The new policy offers PTSD benefits, long term disability, accident on scene coverage and additional support for staff. The total per year would be \$5,383.00. Skip Morris requests to hear more about the policy and John Costello request the Chief have Chris from VFIS attend next board meeting. John Costello motions to table until next board meeting. Ken Davis Seconded. All in Favor. Motion Passed.

Gallatin County Rescue Task Force Agreement

Chief reports to the Board that Gallatin County secured a grant to fund task force and we have received the ballistic vests and helmets. The Task Force Agreement will allow for District to assist when we have a severe incident in our area. Chief sent two crew members to training where they will have the skills to enter a warm zone to extract critical patients. Ken Davis motions to Approve Gallatin County Rescue Task Force Agreement. John Costello Seconded. All in Favor. Motion Passed.

YNP Contract Proposal Bid

Chief forwarded a 30 page proposal for bid from Yellowstone National Park to the board for review. The NPS is requiring Fire and ALS coverage 365 day per year available 24 hours a day, 7 days per week. The proposal also requests an hourly rate and states the maximum collectively for 5 years is \$265,000.00. Chief states that we can't determine an hourly rate when we cannot plan for how many hours the crew would be on scene, if it's a transport or non-transport call or even determine the nature of injury in advance. Kyle Goltz adds that the District cannot enter into a contract like this for \$52,000.00 per year. Chief asks for board approval to submit a bid for the proposal with requesting year 1-\$200,000.00, year 2-\$210,000.00, year 3-\$220,000.00 and so on for up to five years. Ken Davis motions to allow Chief to submit a bid for fire/Ems services as he has presented to the board. Mike Gavagan Seconds. All in Favor. Motion passed.

Meeting adjourned: 7:43PM

Next meeting 8/11/20 at 6pm

Hebgen Basin Fire District
Board Meeting Minutes
August 20, 2020

Meeting was called to order at 1800 hrs.

Board Members Present: Ken Davis, Kyle Goltz, Mike Gavagan, John Costello, Skip Morris

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Cassandra Mitchell, Jeff Hindoien, Chris Hindoien

Recorder of Minutes: Lindsey Charlton

Public Comment: no public comment

Approval of Minutes for July 14, 2020 Regular Board Meeting: Skip Morris motions to approve minutes as written. Mike Gavagan Seconded. All in Favor. Motion Passed.

Approve Claims/Deposits: Ken Davis motions to approve the claims as presented. Skip Seconded. All in Favor. Motion passed.

Chiefs report. See attached.

Old Business

VFIS Accident and Sickness Policy tabled at 7/14/20 Board meeting:

Chris Hindoien and Jeff Hindoien present an over view of the policy to the Board. This Accident and sickness policy covers volunteer members, staff, board, spouses and members of the public during an event where the public is asked to help. Currently Workers Compensation covers medical expenditures but this policy would pick up cost if injured, and cover some lost wages. It also covers accidental death, Paralysis benefits, cosmetic benefits, HIV, occupational retraining, stress management, PTSD and trauma counseling. The basic policy without accidental death is \$50,000.00 and policy with accidental death is \$100,000.00. Chief states that VFIS will provide us a 20% credit on renewal for installing the sprinkler system and fire alarm. Chief recommends the board approve the \$100,000.00 policy to provide an extra layer of protection for staff, board and volunteers staff in the event they are injured. The cost to the district to add the accident and sickness policy will be \$5383.00 annually. Mike Gavagan motion to approve the \$100,000.00 in added coverage policy. Ken Davis Seconded. All in favor. Motion passed.

New Business

Ambulance Audit Update

Ken Davis and John Costello completed ambulance audit and reported findings. There was not any issue with billing clerk procedures pertaining to payments coming in and going to bank. The audit did find that we are lacking billing information and being denied the option to bill by crew members. Out of the calls selected to review a total of 13 were found to have incomplete billing information. John Costello reported that he was appalled to find out the number of calls we go on that are not billed due to incomplete information. Chief reports that we found a big loop hole last year with Billing Bridge and we made added spot to show the crew member that is doing the report and status of report. Cassandra Mitchell adds that an issue the crew runs into is that sometime there are people that cannot give them information. The ones that are unresponsive and go on the helicopter or the seasonal employees that come through town that do not have mailing address. Lindsey and Chief are checking runs monthly to catch calls not submitted to billing. Kyle Goltz thanks Ken Davis and John Costello for completing the Audit.

Adopt Mill Levy Resolution for Fiscal Year 2021

Chief presents resolution 202008-02, asking the board to adopt max mills. The max mills of 50.71 has a mill value of 14,700, generating \$745,451.00 in tax revenue for the fiscal year of 2020/2021. Chief ask the board to

consider that the district is going into uncertain times with the loss in resort tax and we need to prepare for revenue shortages going into the next physical year. Chief reports that the Districts taxable value went down and the county stated it went down throughout West Yellowstone due to the catastrophic impact of the fires. Chief is going to ask the Department of revenue for more information. Ken Davis motions to adopt mill levy at full mills. John Costello Seconded. (Mike Gavagan left meeting) Remaining 4 members All in Favor. Motion passed.

Approve 2020-21 Budget

Chief reports to the Board that the only changes made to budget were line items added to track Covid wages, supplies purchased due to Covid, and revenues received from Covid funding. The town contracted payment of \$650, 00.00 will remain the same but the next physical year budget may take a hit. The Town is anticipating the tax revenues collected will be 50% less than normal. Ken Davis states that the District should look at ways to streamline expenses to meet the needs of the department next year and consider that the District may need to use the excess funds rolled over to support operation costs due the decrease in revenues from taxes. Kyle Goltz adds that the District is entering a time to be very weary of spending and to anticipate the need to save for the next year. Ken Davis motions to adopt budget as presented. John Costello Seconded. (Mike Gavagan not present). Remaining 4 members All in Favor. Motion passed.

Approval to Purchase New Engine for Ambulance 1

Chief Requests Board approval for purchase of new engine for ambulance 1 with the cost approximately \$24,000.00. Chief reports that this was an unanticipated expense and the money will coming from the apparatus account. Chief states there is money for a new engine and \$50,000 for new Chiefs vehicle. Chief's vehicle will be placed on hold to use funds to replace engine in Ambulance 1. John Costello motions to approve purchase of new engine for Ambulance 1. Skip Morris Seconded. (Ken Davis and Mike Gavagan not present) Remaining 3 Board members All in Favor. Motion passed.

Approval to Purchase Fire Alarm System

Chief requests Board approval to have alarm system installed in Station 1 that ties into the sprinkler system. The quote from Omni Alarm is \$4500.00 and there are funds available in the station 1 Maintenance account to cover cost. There will be an additional annual expense to maintain the sprinkler system with a required annual inspection. Skip Morris motions to approve purchase of fire alarm system. Kyle Goltz Seconded. (Ken Davis and Mike Gavagan not present) Remaining 3 members All in Favor. Motion passed.

2017 Braun Demo Ambulance Purchase

Chief request Board approval to sell Ambulance 3 and purchase a 2017 demo ambulance for \$130,000.00. John Costello asks what other costs will be involved to get new ambulance ready to use. Chief responds that is cost approximately \$1800.00 to add District decals and to transfer the power load system will cost \$1500.00. Radios are transferred by AC Jessup and Chief. Chief states this ambulance is slated to go to auction and needs board approval as soon as possible. John Costello requests that this purchase is tabled until the full board can be present to discuss. Kyle Goltz states that purchasing thee new ambulance seems to be the best option but this big of a purchase needs to be a 5 member Board decision. Skip Morris adds that he is not comfortable with making a decision without full Board present. Chief suggests voting the purchase down in order to hold a Special Board Meeting Monday. John Costello motions to table the discussion to purchase 2017 Braun Ambulance until next Special or Regular Board meeting. Skip Morris Seconded. All in Favor (Ken Davis and Mike Gavagan not present). Motion Passed.

Meeting adjourned: 7:37 PM

Special meeting on 8/24/20 time TBD

Next regular meeting 9/08/20 at 6pm

Hebgen Basin Fire District
Board Meeting Minutes
September 08 2020

Meeting was called to order at 1801 hrs.

Board Members Present: Ken Davis, Kyle Goltz, Mike Gavagan, John Costello

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton

Recorder of Minutes: Lindsey Charlton

Public Comment: No public comment.

Approval of Minutes for August 20, 2020 Regular Board Meeting: Mike Gavagan motioned to approve minutes as written. John Costello Seconded. All in Favor. Motion Passed.

Approval of Minutes for August 24, 2020 Special Board Meeting: Ken Davis motioned to approve minutes as written. Mike Gavagan Seconded. All in Favor. Motion Passed.

Approve Claims/Deposits: Ken Davis motioned to approve the claims as presented. Mike Gavagan Seconded. All in Favor. Motion passed.

Chiefs report. See attached.

New Business

Approval to Surplus 2004 International (Ambulance 3)

Chief requests board approval to surplus the 2004 International known to District as Ambulance 3. District policy allows the Ambulance to be put up for surplus sale by sealed bidding method. Chief would like to start with a minimum bid of \$13,500.00. Ken Davis motioned to allow Chief to put the 2004 International-Ambulance 3 up for surplus sale. Mike Gavagan Seconded. All in favor. Motion passed.

Approval to Purchase up to EF Johnson 10 Portable Radios and 3 Mobile Radios from Dunne Communications

Chief requests board approval to purchase new dual band radios through Dunne Communications. The radios are quoted at \$2,716.00 each and includes hand mic along with an extra battery. Motorola quoted new radios ranging from \$6000 - \$8000 per radio depending on style. Chief shares that last Thursday the District was paged to the Idaho side of Targhee Pass. Chief and AC Jessop were able to use the Dual Band radios to switch over to the Fremont County frequency allowing easy communication. Chief states that the Districts current radios are hitting 20 years old and there is currently \$160,000.00 in the budget for new radios. The old radios are Motorolas and the District could possibly sell for approximately \$1500.00 each. Ken Davis recommends gifting the old radios to Search and Rescue since their radios are already over 20 years old. Chief states that he would like to start with buying 10 radios and also purchase antennas that will cost an additional \$140.00 per antenna. Ken Davis motioned to approve the new radio purchase for \$35,926.08. Ken Davis amends his motion to include additional amount for antennas to the amount of \$36, 226.00. John Costello Seconds. All in favor. Motion passed.

Yellowstone National Park Contract and or Mutual Aid /Automatic Aid Agreement

Chief reports that after his meeting with YNP Fire Chief, the original request has been rejected. The Park put out an open requests for bids and only two agencies applied. The District submitted a bid and an agency out of

Denver submitted a bid for EMS only. The park expected to pay \$1500.00 per call and Chief submitted \$4000.00 per call. The park rejected both proposals and stated they want more time to explore the costs of providing Fire and EMS services themselves for the West end of the park. Chief is seeking board approval for changing the Mutual Aid Agreement to an Automatic Aid Agreement since the current agreement is up for renewal. The new agreement will ask for a base pay of \$88,000.00 and a charge of \$2,000.00 per call paid to the District for a term of five years. The District will pay the Park \$2,000.00 per call they are requested to take within the District. This agreement will be for structural protection and calls up 191. Chief states it will cover the cost to hire an additional employee. Mike Gavagan motioned for chief to pursue the line of negotiation with an Automatic Aid Agreement with Yellowstone National Park. Ken Davis Seconds. All in favor. Motion Passed.

Meeting adjourned: 658

Next meeting 10/13/20 at 6pm

Hebgen Basin Fire District
Board Meeting Minutes
October 13, 2020

Meeting was called to order at 1800 hrs.

Board Members Present: Kyle Goltz, Mike Gavagan via web meeting. John Costello, Skip Morris in person.

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton

Recorder of Minutes: Lindsey Charlton

Public Comment: No public comment.

Approval of Minutes for September 8, 2020 Board Meeting: Mike Gavagan motions to approve minutes as written. John Costello Seconded. All in Favor. Motion Passed.

Approve Claims/Deposits: John Costello motions to approve the claims as presented. Skip Morris Seconded. All in Favor. Motion passed.

Chiefs report. See attached.

Chief reports that the crew responded to a structure fire at a home at horse butte. There were 5 crew members on shift, 3 crew members off duty that responded along with 8 volunteers. The Town assisted with a water truck and Chief thanked the owners of the preserve for allowing the District to use their hydrant.

New Business

Hardship Application

Chief requests Board approval to write off the balance of a bill that a patient has paid down to half way point. The patient filled out all the required paperwork and supplied the necessary documentation to prove living expenses and current bills. Mike Gavagan states that this patient should try to fight their medical insurance provider as emergency services should be covered even if it is out of network. Mike Gavagan also states that the bill is \$17.50 short of being paid to half but he appreciates that the patient laid out her finances completely.

Mike Gavagan motions to approve hardship application. John Costello Seconds. All in favor. Motion passed.

Meeting adjourned: 6:21. PM

Next meeting 11/10/20 at 6pm

Chief's Report

For

November 10, 2020

Incidents in October (38)

Incidents Year to Date (394)

Transfers from YNP (0)

Mutual Aid Requests (4)

EMS Calls (17)

Transports (14)

Fire (7)

2nd Out (3)

3rd Out (0)

Multiple APP (7)

2019 Incidents in October (44)

2019 Incidents Year to Date (452)

October Transfers from YNP (0)

Mutual Aid Requests (6)

EMS Calls (19)

Transports (17)

Fire (8)

2nd Out (1)

3rd Out (1)

Multiple APP (8)

Accidents

We have no accidents to report.

Staff Activities Training

The staff has been busy working on projects and running calls. Having two major structure fires in the same month is out of the norm for us. On the other hand having a major structure fire while I am on vacation also seems to becoming the norm for us.

We will be conducting an after action review of the fire with in the next week or so. I want to include Big Sky Fire in the review since they came and assisted on the fire. The fire response was supported by on duty personal, volunteers, and off duty employees along with the town and local law enforcement. Everyone did a great job in saving the house and garage but the barn was a total loss.

County SCBA Grant

We were not successful in obtaining the County SCBA Grant. I am exploring our options but I believe that a good use for some of the Care's Act reimbursement funding would be to purchase the new SCBA's with a portion of that money. We have already set aside \$100,000 in capital funding for the project. Most all of our current bottles have hit the end of their life cycle and can't be hydro tested again.

Call Volume and Resort Tax

Our call volume continues to be very strange this year.

July + 20%

August -30%

September -20%

October -15%

Overall call volume for the year we are down 12.9 %

Our overall transports for this calendar year are still down by 22% currently.

Resort tax numbers are in for September.

Resort tax collections were down 24.3% compared to last year's total in the same month.

If you do a 4 years average of the previous 4 years, resort tax collections were only down by 8%.

The town is down 16.6 % for this current fiscal year.

Apparatus Update

I have posted our Old Ambulance three for sale by sealed bid with a reserve of \$13,500 as a minimum we will open the bids at our next board meeting in December. I have received some photos of our new engine chassis. The pump has been installed and they are currently working on the body of the engine. We will not be able to go to the plant and do a pre-paint inspection, due to COVID 19. We will have to do the pre-paint inspection by photos and video calls.

County Wide Radio System

We have been moving forward with the new radio system. The town has chosen the third option I spoke of last month, which was to spend up to \$250,000 dollars and move the new radio tower down by the current city offices to get it out of the historic district. It will require a small separate building with both heat and cooling options along with a backup generator. It would also take a direct fiber link to dispatch with a backup redundant fiber line or microwave. This plan has created an additional problem, the county will have to address. In EF Johnson's proposal, they did not bid on creating a new site but to only upgrade existing sites. The county will have to write a new RFP for the site and then put it out for bid, Which will set back the go live date by a couple of months for us down here in the West Yellowstone area. I am exploring what other options we might have in getting us back on schedule.

Station 1 Sprinkler System

The Fire Alarm system has been installed and the whole system is operational.

Cares Act Reimbursement

I am hoping to hear by the end of the week on when we can expect our Cares Act Reimbursement for the second round I submitted on September 4th. Lindsey and I have starting working on the third round of Cares Act Reimbursement. It is due next week and will cover the months of September and October.

Yellowstone National Park Auto Aid Agreement

I received an email from Chief Grey, Structural Fire Chief for Yellowstone National Park last Friday we are planning on meeting this week to work through some issues on the contract. The contracting office is having some issues in the way things are worded. But he has been given the authority to start moving forward. I will let you know how the discussions goes latter this week.

Fact Finding

The dates for Fact Finding have changed from November 23rd and 24th to possible December 28th and 29th. The proposal we submitted to the Union in an attempt to avoid fact finding, has been rejected. "The Union is at a loss for a counter proposal since the District failed to address a residency stipend".

Ice Rescue Training Grant

Lindsey wrote a grant for Ice Rescue training and was successful in securing funds for 6 people to attend the training valued at \$1350.00 from Montana Community Foundation and ATT. We are trying to bring the trainers here to West so that we can have other departments from around the area attend.

Cares Act EMS Equipment Grant

Last week I received word of addition funding available for EMS Equipment through the Local Government Services Bureau. I am currently working on a grant for new Monitors and Lucas devices. If successful it would be a grant for approximately \$144,000 dollars of new equipment.

Hebgen Basin Fire District
Board Meeting Minutes
December 08, 2020

Meeting was called to order at 1803 hrs.

Board Members Present: Kyle Goltz, Skip Morris, John Costello. Ken Davis, and Mike Gavagan ViaWeb Ex

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Tyrel stoker, Carrie Egging

Recorder of Minutes: Lindsey Charlton

Public Comment: No public comment.

Approval of Minutes for November 10, 2020 Board Meeting: Mike Gavagan motions to approve minutes as written. Ken Davis Seconds. All in favor. Motion passed.

Approve Claims/Deposits: Ken Davis Motions to approve the claims as presented. John Costello Seconded. All in favor .Motion passed.

Chiefs report. See attached.

New Business

Excess 2004

The District received one sealed bid. Chief opened the bid in front of board. Best Practice medicine submitted a bid for \$10,000.00. The reserve bid was \$13,500.00 but the District policy states that the District can accept or reject any bid. Montana State Law states no sale should be made without appraisal and property sold at auction may be sold at 70% of value if no bid is made. Chief states that an appraisal was done on the ambulance and Best Practice Medicine bid is within the 70%of value at \$10,000.00. Chief recommends to the board that the District accept the bid. Kyle Goltz responds that he agrees with Chief since the bid follows the state law and the District policy. Mike Gavagan adds that the \$10,000.00 is much better than the \$3500.00 trade in offer. John Costello motions to sell the ambulance for the Best Practice Medicine bid of \$10,000.00. Skip Morris seconds. All in favor. Motion Passed.

Budget Update

Chief present current budget with revenues and expenditures for board to review. Chief will be making budget amendments in the future to properly disburse Covid funds received. Kyle Goltz stated that he reviewed the report and the District is sitting financially as expected.

Approval to hire paramedic

Chief requests board approval to officially announce open Vacation Relief Paramedic position. Mike Gavagan asks if this is only a Paramedic position or can it be EMT also. Chief responds that he would like to advertise for a Paramedic and see what options we have. Ken Davis makes a motion to approve Chief posting the Vacation Relief position. John Costello seconds. All in favor. Motion passed.

HLE Well

Next to station 4 is a well that is tied to Hebgen Lake Estates water system and has high levels of arsenic. They are drilling a new well and will disconnect current well. The District will need to talk to DEQ about requirements, but it does have its own power source. Chief recommends to the board that the District should consider adding the well. The well currently sits on an easement next to the road and can run 100 gallons a minute. Skip Morris states that if there are any water rights the District needs to secure them. Skip Morris motions to move forward with the gift of a well process. Mike Gavagan Seconds. All in favor. Motion passed. Ken Davis asked Chief if there are any hydrants the District cannot access in winter. Chief responds that most are available, Fisherman's Village, Duck Creek and the one near Travis Mann's house. The District now has

equipment to clear out hydrants if necessary. Ken Davis adds that in the winter the hydrant at Duck Creek is not clear and it needs to be accessible.

SCBA's

Chief is looking for board approval to purchase new SCBA's since most of the District's current packs are 15 years old. Parts are no longer being manufactured in the event something needs to be replaced. The District still has 6 packs in compliance, but the 3000 psi is no longer manufactured. We must be 4500psi or higher. Big Sky Fire, Yellowstone National Park and Gateway have the high pressure packs. There are safety concerns about having high and low packs so Chief would like to replace all to the high pressure packs. The District currently has \$100,000.00 in SCBA replacement account in the budget. Chief would like to use additional \$ 81,000.00 in cares money to cover the cost of the packs. They will have a Lifetime Warranty. Chief recommends that the District moves forward with the purchase of the packs. Ken Davis asks if the current refill equipment can handle refilling the new packs. Chief responds that the current bottles are good for 5250 but we will need to update our compressor in the future to accommodate the new pack. The deal offered through Scott program is buy 1 get 1. Kyle Goltz states that this would be a good use of the cares act funding. Skip Morris motions to approve the purchase of new SCBA's. Ken Davis seconds. All in favor. Motion passed.

Radios

Chief request to table this discussion. Chief requested to have a special board meeting before first of year. The radios need to be replaced before the first of year to get the offered 40% discount. John Costello motions to table radio discussion until Special Board meeting. Skip seconds. All in Favor. Motion Passed.

Employee Housing

Chief is asking for two District board members to be part of committee with Town Council members to look at employee housing in the community. The committee will have discussions to address long term housing for town employees and District staff. John Costello that dealing with the housing issue is long overdue and the sooner we get started the better off we will be. Chief has had discussions about the issue with the Town manager and believes it will be ideal to partner with the town. John Costello asked Chief if the school, Park Service and Forest service are seeing the same issues. Chief responds that the Park Service just purchased 100 new dwellings to deal with housing bit the Forest service is having problems due to Grizzly bear management. Ken Davis adds that the school should be involved and invited to participate in meeting pertaining to this issue. Housing is a long ongoing issue and hopefully they find a solution. Ken Davis, John Costello and Skip Morris volunteer to be part of the committee. Chief states they are looking for two District Board members and two Council members to meet and share ideas for now. Skip Motion to add himself and Ken Davis to the committee. John Costello Seconds. All in favor. Motion passed.

Chief reports to the board that fact finding has been moved to the 28th and 29th of December here in town.

Mike Gavagan asks Chief to review the Station 5 NEPA update. Chief states that he heard back from the Forest Service and the District cannot have housing built with the Station. The district has the option to wait up to 5 years to build after the NEPA evaluation is completed the additional cost to complete the evaluation will be roughly \$6500.00. Since the District currently does not have the volunteers to man the station it would not be good to spend the money to build another station. The District needs to decide to continue with the evaluation or walk away. Kyle Goltz asks if the district has a timeline for making a decision. Chief recommends discussing further and making decision at January board meeting.

Meeting adjourned: 7:07 PM

Next special meeting 12/22/2020 @ 12

Next regular meeting 1/12/2021 6pm

Hebgen Basin Fire District
Board Meeting Minutes
December 08, 2020

Meeting was called to order at 1803 hrs.

Board Members Present: Kyle Goltz, Skip Morris, John Costello. Ken Davis, and Mike Gavagan ViaWeb Ex

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Tyrel stoker, Carrie Egging

Recorder of Minutes: Lindsey Charlton

Public Comment: No public comment.

Approval of Minutes for November 10, 2020 Board Meeting: Mike Gavagan motions to approve minutes as written. Ken Davis Seconds. All in favor. Motion passed.

Approve Claims/Deposits: Ken Davis Motions to approve the claims as presented. John Costello Seconded. All in favor .Motion passed.

Chiefs report. See attached.

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Chief request to table this discussion. Chief requested to have a special board meeting before first of year. The radios need to be replaced before the first of year to get the offered 40% discount. John Costello motions to table radio discussion until Special Board meeting. Skip seconds. All in Favor. Motion Passed.

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Meeting adjourned: 7:07 PM

Next special meeting 12/22/2020 @ 12

Next regular meeting 1/12/2021 6pm

Hebgen Basin Fire District
Board Meeting Minutes
December 22, 2020

Meeting was called to order at 1201 hrs.

Board Members Present: Kyle Goltz, Skip Morris, John Costello,

Board Members Present Via Web ex: Mike Gavagan, Ken Davis

Also in Attendance: Chief Grube, Lindsey Charlton, Mike Cameron Via Web Ex

Recorder of Minutes: Lindsey Charlton

Public Comment: Mike Cameron address the board about the District only paying crew 80 hours for Covid related absences. Mike asks the board to consider paying out 91 hours to match the crew's shifts rather than only paying 80 and forcing crew to use sick time for the balance. The District has received Cares Act funding and it is supposed to be used for paying wages related to Covid absences. Mike asks the board to use that funding for what it was intended and pay out the full 91 hours to make the employee whole.

Old Business

Tabled December 8th Board Meeting: Purchase of New Radios

Chief recommended to Board that they approve the new radio purchase in the amount of \$123,657.00 for a total of 20 new radios. Chief states if we purchase the radios before January 1st 2021 the District can save \$49,463.00. Chief reports that rescue task force and duty crew radios will have encryption. John Costello asks Chief how will the new radios work with old and new antenna systems. Chief replies that the radios will work with old antenna and once the new one is established users will see better in building radio transmissions. Chief explains the town is going to spend \$250,000.00 to install new radio tower behind the West Yellowstone Foundation building. Skip Morris asks Chief what will be the cost to program the radios. Chief explains the radios will be programmable over the air once the radio is active. Mike Gavagan stated that he currently has new radios but hasn't noticed a difference since it has only been less than a week.

Skip Morris motions to approve Purchase of New Radios. John Costello Seconds. All in Favor. Motion passed.

Meeting adjourned: 12:12 PM

Next regular meeting 1/12/2021 6pm

Hebgen Basin Fire District
Request for Board Action
12/22/2020

Request

Approval to Purchase 20 Portable Radios and 8 mobile dual band radios

History

Gallatin County is moving to a new radio system both VHF and 800. I have been talking about these radios and the 40% saving for purchasing early we are now at a point that we have to make the decision. The original quote I received for these radios was for \$103,798. In having some further discussion, I believe it is important to purchase some additional features like encryption and intrinsically safe. We need the intrinsically safe due to our profession and the encryption for the rescue task force and sensitive Law enforcement incidents. Only the paid staff radios will have encryption all the radios will be intrinsically safe.

Fiscal Impact

We currently have \$140,000 in our Communications replacement capital account. So we are under budget. We will save the District \$49,463 dollars by make this purchase before the first of the year.

Recommendation

It is my recommendation to move forward with the purchase of \$123,657 dollars in 20 new portable and mobile radios.