

**Treasurer's Report:**

Treasurer's report for RFB meeting 12/13/06

Operating Fund Balance	\$ -2,653.98
Capital Improvement Fund Balance	\$ 38,470.89

Paid bills in the amount of	\$ 1,936.74
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November check numbers 3263- 3277, both inclusive  
(paid December 13, 2006)

NOTE: First half of real estate tax collections for the operating fund is approximately \$52,000.

**DECEMBER 2006 RFB MEETING**

**Wednesday, December 13, 2006      7:00 p.m.**

**Location of meeting:              Polson City Council Chambers**



# POLSON FIRE DEPARTMENT

(406) 883-8220 • 106 1st Street East • Polson, Montana 59860  
www.polsonfire.org

Date: November 20, 2006  
To: Polson City Council  
Polson Rural Fire District Board  
From: Chief Tom Maloney  
Subject: Volunteer Chiefs and Officers Conference

I would like to provide you with a brief overview of the VCOS Conference that I attended. This program was heavily attended by fire departments throughout the Northwest. I would also like you to know that the registration fee for the conference was provided by the Volunteer Chiefs and Officers Section.

The pre-conference presentation was designed on how to recruit and retain volunteers. While the fire department is currently providing most of the recommended procedures for volunteers, we will be implementing some new ideas. The program did point out that organizations need to provide a strong orientation program that includes the families of the volunteers. This is one area that will be implemented for the fire department.

Another significant program was the process of transitioning to a combination program. This program was delivered by Chief Jeff Johnson from Tualatin Valley Fire and Rescue in Oregon. Jeff presented the major issues and possible solutions for organizations dealing with both career and volunteer staffing. Additionally, the VCOS committee on Fair Labor Standards Act provided us with information regarding labor issues with volunteers. This program provided a better understanding of the labor laws and how they affect volunteer emergency services.

Other interesting programs presented were the professional motivation speakers who spoke about getting individuals to exceed their own expectations. Stephen Gower, of the Gower Group Professionalism Consultants, gave us some innovative ways to be more positive and excel in organizational development. The program focused on strategic planning and the need for fire departments to have established plans to meet the needs of the customer. It also provided some interesting reasons why most fire departments are unsuccessful in strategic planning.

This conference confirmed that the Polson Fire Department has implemented, or is implementing many of the innovative suggestions and ideas presented for the management of volunteer departments. I would like to thank you for allowing me the opportunity to participate in quality training. The direct result of this training is that we will be implementing many of the innovative aspects and ideas provided to me. If I may answer any particular questions, please feel free to contact me.

Thank you.

**Thomas J. Maloney**

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**From:** "Steve Harada" <SHarada@fpcc.edu>  
**To:** <polsonfd@centurytel.net>  
**Sent:** Thursday, December 07, 2006 8:25 AM  
**Subject:** slide-in unit

Hello Chief Tom,

BTW...it's cold over here. I have an offer for your slide-in unit. We met last night and we would like to offer \$6500.00 for your unit. Let me know.

Thanks,

Steve Harada  
Wolf Point VFD  
406-768-5476 office  
653-1463 home  
868-1178 cell

12/8/2006

NOVEMBER 2006 {Paid 12/13/06}

POL RURAL FIRE DIST #7245

Date	Num	Transaction	Payment	C	Deposit	Balance
11/15/2006						-2,114.50
11/15/2006	DEP	cat: 0311010-Real Property Tax		R	1,371.07	-743.43
11/15/2006	DEP	cat: 0371010-Interest Earnings memo: October '06 Interest Allocation		R	26.19	-717.24
12/13/2006	3263	Beacon Tire Center, Inc. cat: 0360-Vehicle Repair&Maintenance memo: Inv#54889 Rotate Tires Jaws of Life	20.00			-737.24
12/13/2006	3264	Cenex Harvest States cat: 0231-Gas, Diesel, Oil memo: Acct#157 120 November Billing	308.60			-1,045.84
12/13/2006	3265	Conoco Phillips cat: 0231-Gas, Diesel, Oil memo: Acct#87017-3796 Invoice #870173796611	119.11			-1,164.95
12/13/2006	3266	The Gower Group, Inc. cat: 0200-Office Supplies memo: LeadershipTraining DVD Share w/City	102.47			-1,267.42
12/13/2006	3267	L.N. Curtis & Sons SPLIT 0220-Operating Supplies memo: Cust#4929 -3 Invoices	426.83			-1,694.25
		0220-Operating Supplies	93.05			
		Inv #3058979-00 1-4" fire hook				
		0220-Operating Supplies	162.09			
		Inv #3056832-02 1 pr WildlandP				
		0220-Operating Supplies	171.69			
		Inv #3057811-00 1- ForesterNoz				
12/13/2006	3268	Mission Valley Power cat: 0241-Electricity memo: Acct #7207	33.85			-1,728.10
12/13/2006	3269	Montana Electronics Co., Inc. SPLIT 0220-Operating Supplies	108.08			-1,836.18
		0220-Operating Supplies	80.84			
		Inv #34454 Speaker Mic				
		0220-Operating Supplies	27.24			
		Inv #34479 6-batteries				
12/13/2006	3270	Montana State Fire Chiefs' Association cat: 0304 - Membership & Dues memo: 2007 membership shared w/city	50.00			-1,886.18
12/13/2006	3271	Motorola cat: 0220-Operating Supplies memo: Cust#1000416843-0001/Inv#76057322 Radio r...	78.00			-1,964.18
12/13/2006	3272	Regions Interstate Billing Service cat: 0360-Vehicle Repair&Maintenance memo: Acct#512013 Inv#1263190051 Regulator Window	268.19			-2,232.37
12/13/2006	3273	Stanford Police & Emergency Supplies SPLIT 0220-Operating Supplies memo: Inv#3124; #3450 Share w/city	104.11			-2,336.48
		0220-Operating Supplies	104.11			
		Inv #3124 1-Class A BellCrownC				
		0220-Operating Supplies			.00	



**POLSON RURAL FIRE BOARD MEETING  
MINUTES – NOVEMBER 08, 2006**

Board trustee members present: Ross Hoyt, Alison Meslin, Fred Nelson.

Board trustee members absent: Ron Ryan (excused family emergency), Steve Lozar.

Staff Present: Assistant Fire Chief John Fairchild.

Guests: Lester Johnson; Jeff Meslin, Terry Gembala, President of Volunteer Fire Department.

Meeting called to order by Chairman Hoyt at 7:02 p.m.

**Minutes:** Trustee Nelson asked if the price of the slide-in advertised for sale was lowered. The original motion was to advertise the unit for \$12,000 or \$15,000. The unit was advertised as is with a minimum of \$9,000. The units were purchased by Polson Rural Fire at \$9,000 each. One or two inquiries were received. Chairman Hoyt indicated the minutes will stand approved as submitted.

**Bills:** Trustee Meslin questioned the fuel invoices from Cenex and Conoco. The invoices represent fuel expense for the month of October. Trustee Nelson noted a \$2,114.50 negative balance in the operating fund and questioned the purchase of polo shirts. Assistant Fire Chief Fairchild indicated the uniform shirts are for office staff (Maloney, Sargeant and Fairchild) and wasn't aware of the negative balance. The check to Lake County Office of Emergency Planning is the match for the grant funds. The additional charges on the Verizon phone bill is for adding a line and dropping a line. Maloney, Pete Bishop, Butt, Fairchild, and Hoyt currently have phones; while McCoy has been dropped as of the current billing. All of the DNRC revenue for wildland fires was deposited and check #3234 in the amount of \$943.50 was issued to the City of Polson for use of city equipment. Chairman Hoyt indicated the capital improvement fund balance is increasing. **Motion Trustee Meslin, seconded Trustee Nelson to pay bills. Motion carried unanimously.** Trustee Nelson advised the budget is tight and the department should only purchase necessary items.

**Treasurer's Report:**

Operating Fund Balance	\$ -2,114.50
Capital Improvement Fund Balance	\$ 37,455.95

Paid bills in the amount of	\$ 4,451.96
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October check numbers 3247- 3262, both inclusive  
(paid November 8, 2006)

First half of real estate taxes are due by November 30<sup>th</sup>; therefore funds should be available for November operating expenditures.

**Old Business:**

**IRVINE FLATS ANNEXATION -** Chairman Hoyt contacted Mac Binger regarding annexation into the rural fire district. Mr. Binger is in favor of annexing and will schedule a meeting with other residents in the Irvine Flats area regarding annexation. The board will provide a letter stating fire services are available. Commissioner Hutchins would like to meet with the residents.

**SLIDE IN COMPONENTS -** Chairman Hoyt indicated Chief Maloney will advertise the components. Although at this time of the year, there could be little interest.

**BIG ARM FIRE HALL RENOVATIONS** – Trustee Meslin reported the water line is in. The upstairs piping and wiring needs to be checked prior to renovation. Plans are to get the renovations complete with the water on line within the next few weeks. The alarm system should be installed prior to enclosing the ceiling. Volunteers will be needed to complete the renovations. The texture and upstairs insulation will be completed by a contractor. Trustee Nelson acknowledged Mary Driscoll was instrumental in securing the lease with the Salish and Kootenai Tribe. Mary is a tribal employee and was able to keep the project in the right stream. The board plans to send Mary a letter of recognition with a copy to the tribal council.

**New Business:**

**EQUIPMENT FOR NEW TRUCK** – Terry Gembala, President of Volunteer Fire Department reported the volunteers plan to purchase equipment for the new truck. During the bidding process, some of the equipment was eliminated in order to remain within an expenditure baseline.

**ANNUAL FINANCIAL REPORT FY '05-'06** – The annual report to the State of Montana Department of Administration is a composite of the revenue and expenditures for the Polson Rural Fire District. The report is presented for Chairman Hoyt's review and signature.

**PAYMENT IN LIEU OF TAXES BY TRIBES** – Trustee Nelson asked if a PILT was received in recent years. Chairman Hoyt commented the tribe furnished the lots and water for the Big Arm Fire Hall and perhaps a PILT payment will not be issued by the tribe.

**CORRESPONDENCE** – None

**STAFF REPORT** – Assistant Fire Chief Fairchild indicated the number of fire runs are comparable to 2003.

**Motion Trustee Nelson, seconded Trustee Meslin to adjourn. Motion carried unanimously.**

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Ross Hoyt, Chairman

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Alison W. Meslin, Secretary-Treasurer