

**POLSON RURAL FIRE BOARD MEETING  
MINUTES – JULY 8, 2008**

Board trustee members present: Ross Hoyt, Fred Nelson, Alison Meslin, Jim Manley, and Dave Ottun

Board trustee member absent: None

Staff Present: Fire Chief John Fairchild

Guests: Polson City Councilwoman Elsa Duford, Polson City Councilman Tom Jones, Lester Johnson, Volunteer Fire Personnel Paul Bishop, Jeff Meslin, Arnold Gomke, Ron Swope, Carol Swope, Chris McGuinness, Martin Glasson, Ernie Butt, Paul Fors, Bruce Gerlach, Joe Cope, and Jack Clapp,

Meeting called to order by Chairman Hoyt at 7:03 p.m.

**Minutes June 11, 2008 Rural Fire Board Meeting:** Trustee Manley requested the following change Page 1 Western States Insurance Policy discussion. ~~Trustee Manley will check with Western States Insurance regarding the fireboat insurance premium and coverage.~~ Insert correction: Trustee Manley will review the workers' compensation coverage and report findings at July meeting. Fire Chief Fairchild plans to contact Western States Insurance regarding insurance coverage on the fireboat. **Motion Trustee Ottun, seconded Trustee Meslin to approve minutes of June 11, 2008 as corrected. Motion carried unanimously.**

**Treasury Report:**

Operating Fund Balance                   \$   65,228.95

Capital Improvement Fund Balance   \$   98,179.02

Voted Levy                                   \$   44,111.51

Paid bills in the amount of               \$   49,559.66

Check numbers 3683 - 3740, both inclusive  
(paid July 08, 2008).

Note to treasury report – Suggest early loan payment July 9, 2008 to 1<sup>st</sup> Interstate Bank for equipment loan. Payment #4 due September 1, 2008. Current outstanding debt \$415,229.67. **Motion Trustee Meslin, seconded Trustee Nelson to issue check #3740 to 1<sup>st</sup> Interstate Bank \$44,120.17 payment #4 on equipment loan. Motion carried unanimously.** Additional check: Check #3740 to 1<sup>st</sup> Interstate Bank \$44,120.17 payment #4 on equipment loan included in above totals.

Trustee Meslin reviewed the second half real estate tax revenue collections available in the operating fund. A comparison of anticipated expenditures to October 2008 may suggest a transfer of excess cash to the capital reserve fund. The operating fund will be reviewed further at the August meeting. Chairman Hoyt accepted the treasury report.

**Bills:** Trustee Meslin noted check #3722 payable to Montana State Fund. The invoice is a quarterly payment for workers' compensation. **Motion Chairman Hoyt, seconded Trustee Meslin to pay bills. Motion carried unanimously.**

**OATHES OF OFFICE** – Chairman Hoyt administered the oath of office to Trustee Jim Manley and Trustee Dave Ottun. Trustees Manley and Ottun were elected by acclimation May 2008.

**Old Business:**

**FY '08-'09 BUDGET – Motion Trustee Meslin, seconded Trustee Manley to approve and adopt FY '08-'09 budget.** Chairman Hoyt asked for discussion items. Fireman Paul Bishop requested budget consideration following a presentation referencing proposed building plans. Fire Chief Fairchild requested consideration for a phone at station #2 in Big Arm.

**WORKERS' COMPENSATION INSURANCE COVERAGE –** Trustee Meslin indicated the membership owns the fire boat, therefore, workers' comp coverage should be verified. Fire Chief Fairchild replied insurance coverage should be covered under the mutual aid agreement. Trustee Manley added it would be a disaster if an accident occurs and then discover the personnel are not covered by workers' comp insurance. Trustee Meslin suggested the city provide an acknowledgment for insurance coverage when the boat is on the lake which is not in the rural district.

**AUDIT FY '06-'07 -** Trustee Meslin noted the audit has not commenced, therefore the audit firm of Ronald P. Foltz should be contacted. Bonnie will contact the audit firm.

**ANNEXED RURAL PROPERTY BY CITY –** Trustee Meslin reported the city is creating a new format for annexation of property. Future annexations are required to pay the rural fire bond obligation in one lump sum at the time of annexation. Regarding past annexed properties, the county treasurer suggested a letter sent to the residents requesting the obligation to be paid in one lump within 30 days or added to the real estate taxes. A resolution to add the fire bond obligation to the real estate taxes must be adopted by the board every year. **Motion Trustee Meslin, seconded Trustee Ottum to send letter to property owners requesting reimbursement regarding rural fire bond obligation and 30 days to pay. At the next meeting the board will adopt a resolution to add the debt service obligation to the real estate taxes. Motion carried unanimously**

**TENDER 319 -** Trustee Nelson suggested the tank capacity cut to 2500 to 3000 gallons and baffles installed. Trustee Manley questioned if a safety factor remains following the tank adjustments. Fire Chief Fairchild replied numerous NFPA standards must be met and safety standards are in question. The truck was not designed to haul water, therefore, past use has strained the springs and body. Chairman Hoyt suggested advertising the truck for sale and apply the money toward a new purchase. **Motion Meslin, seconded Trustee Ottun to advertise tender 319 for sale with full disclosure. Motion carried unanimously.**

**INTERLOCAL AGREEMENT -** The city officials signed the draft copy. Trustee Manley requested the city sign the adopted copy and forward two originals for Chairman Hoyt to sign. Then the signed agreement will be recorded at Lake County.

**LAND AND BUILDING ACQUISITION -** Volunteer Firemen Paul Bishop and Jack Clapp developed a power point presentation regarding location of a new fire station and fulfilling the mission of the fire department. Areas of concern are political, financial and operational. The primarily mission is to provide service to the people of the district. The volunteers appreciate and recognize the authority of the rural board over the operations of the volunteers. The interlocal agreement with the rural board changes has been adopted and is in effect through 2012. Working together is a necessity in order to meet the increasing demands and complexity of the department. Financial issues indicate the amount planned for

the new station is probably half of the construction cost. With two stations response will be impacted and services delayed. Planning for a joint city and rural station with review of options is recommended. The volunteers recommend the board engage in a formal feasibility study to make an informed decision. It is suggested the three entities city, rural and membership join together and hire an emergency services consultant. The foremost question being will the additional station improve services. Trustee Manley thanked the volunteers for the presentation noting it makes sense to join forces with the city and rural working together. A station across the bridge has been discussed since 2000. Change is difficult, but in the future satellite stations are inevitable. Trustee Meslin assessed the coverage in the rural district with the new station. The proposed station is in the center of the rural district which will best serve the district. Chairman Hoyt voiced his opinion being opposed to the station at the proposed Lake County Fairgrounds site.

8:45 p.m. board meeting resumed.

**FY '08-'09 BUDGET** – Total proposed budget is \$120,900. **Motion Chairman Hoyt, seconded Trustee Manley to adopt proposed budget. Motion carried unanimously.** {Copy of budget attached to file minutes).

**New Business:**

**WORKSHOP REGARDING LAND & BUILDING IMPROVEMENTS** - Chairman Hoyt suggested the board adopt a resolution to engage in a formal feasibility study. Trustee Nelson noted the city needs to be involved with the study and suggested waiting for a commitment from the city. Trustee Meslin would like to meet with the volunteers in an open forum to discuss proposals before committing to the feasibility study. **Motion Trustee Meslin, seconded Trustee Ottun to schedule open workshop meetings. Motion carried unanimously** First meeting 7:00 p.m. July 17<sup>th</sup> at Station 2 Big Arm and second meeting 7:00 p.m. July 24<sup>th</sup> Polson city council chambers.

**PERS RETIREMENT ANNUAL STATEMENTS** – Trustee Manley reviewed the report noting the rural fire companies listed as Polson Rural VFD Station #1 and Big Arm VFD Polson Station #2 are incorrect. The report is filed in accordance with the volunteers' compensation act listing the members of the companies completing 30 hours of instructional training during the fiscal year. In accordance with Resolution Number 8 adopted February 13, 2008 the correct fire companies should be listed as *Polson Rural Fire Company and Big Arm Rural Fire Company*. **Motion Trustee Manley, seconded Trustee Nelson to approve the report subject to changes. Motion carried unanimously.**

**ROLLINS FIRE DEPARTMENT** – Trustee Meslin reported the new fire chief is proposing health insurance coverage for volunteers throughout the state as an incentive. Currently the state of Louisiana provides health insurance for the volunteers.

**Comments from public:** None

**Meeting adjourned 9:12 p.m.**

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**Ross Hoyt, Chairman**

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**Alison W. Meslin Secretary-Treasurer**

