

Treasury report for RFB meeting 08/08/07

Operating Fund Balance	\$ 15,108.78
Capital Improvement Fund Balance	\$ 54,438.76
Voted Levy	\$ .00

Paid bills in the amount of 8-08-07 \$ 7,351.05

Check numbers 3481- 3502, both inclusive  
(paid August 08, 2007)

NOTE: Check #3480 payable to 1<sup>st</sup> Interstate Bank in the amount of \$44,120.17 payment #2 for equipment purchase approved at July 11, 2007 board meeting.

**ENCLOSURES:**

AGENDA  
MINUTES  
FINANCIALS

**AUGUST 2007 RFB MEETING**

**Wednesday August 8, 2007 7:00 p.m.**

**Location of meeting: BIG ARM FIRE STATION - UPSTAIRS**

# POLSON RURAL FIRE DISTRICT TRUSTEE MEETING

## Polson Rural Fire District Trustee Meeting

**Wednesday August 8th 7:00 pm**

**Big Arm Fire Station (upstairs).**

Committee to Review the Inter-local Agreement between the Rural Fire District & Polson City at 6:00pm

### Trustee Monthly Meeting 7:00pm

Review Minutes

Claims & communications

Treasurer's Report

Staff Report

### Old Business

Including:

Follow up on Irving Flats Recruits and deployment of Tender 327

Insurance Information

Review Inter-local Agreement

### New Business

Including:

Resident's interest in becoming Auxiliary Volunteers

All residents of the Polson Rural Fire District and interested general public are encouraged to attend. Resident's questions and ideas help to keep the trustees informed and assist them in formulating their decisions.

For a full text of approved minutes please go to [www.polsonfire.org](http://www.polsonfire.org)

Trustee Alison Meslin  
849-6628

**POLSON RURAL FIRE BOARD MEETING  
MINUTES – JULY 11, 2007**

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

Board trustee members absent: None

Staff Present: Fire Chief John Fairchild

Guests: Lester Johnson, Jeff Meslin, Jack Clapp, Greg Gardner, Ron Swope, Jim Binger, and delegation of residents in Irvine Flats area.

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

**Rural Fire Board Meeting Minutes June 13, 2007:** Trustee Meslin corrected the minutes regarding gifted property on Tower Road. Strike hydrants insert building. (Trustee Meslin was concerned about paying for the hydrant building as we cannot ask for more taxes until the present 7 year mill levy ends and could a simple metal building be erected and rock facing etc added later paying for the building).

**Motion Trustee Nelson, seconded Trustee Meslin to approve June 13, 2007 minutes as corrected. Motion carried unanimously.**

**Treasury Report:**

Operating Fund Balance	\$ 22,903.93
Capital Improvement Fund Balance	\$ 52,751.32
Voted Levy	\$ 26,818.39

July expenditures: \$ 22,288.49.

Check numbers 3430 - 3479, both inclusive  
(paid July 11, 2007).

Trustee Meslin asked if significant tax revenue is outstanding. Lake County Treasurer trial balance record date June 30, 2007 voted levy fund 2006 real property taxes outstanding \$1,501.06; operating fund 2006 real property taxes outstanding \$2,410.71. Approved treasury report as presented.

**Bills:** Fire Chief Fairchild noted the City paid Rural Fire \$2,430 which is the six month clothing allowance. One check will be issued representing an equal amount from the city and rural. Trustee Meslin noted 36 volunteer received a clothing allowance; the membership is at 38 volunteers. Check #3431 payable to Alpine Product Designs in the amount of \$60.00 is for 6-packs to carry an axe and hallagon tool in one pack; check #3475 payable to Montana State Fund in the amount of \$63.09 is for worker's comp. the annual payment for worker's comp. is approximately \$3,200. The policy is with Bishop Insurance Agency. The City pays a similar amount annually. Replacement of foam and fuel depends on the response City or Rural with the judgment of the fire chief. The security light at Big Arm Station 2 is not working properly. Chairman Hoyt will contact Mission Valley Power for repair.

**Motion Trustee Meslin, seconded Trustee Ottun to approve bills. Motion carried unanimously.**

**Old Business:**

**SUBDIVISION REVIEW FEES** - The board reviewed the letter to the Lake County Commissioners regarding an increase in the subdivision review fees from the current \$100 per lot to a proposed fee of \$750 per lot. The monies from the review fees will be used for capital improvements – ie.. new buildings, new vehicles. The review check list procedure will provide a more uniform method of reviewing subdivisions for fire departments in Lake County. Fire Chief Fairchild will provide the two page check list following the meeting.

**STONE HORSE SUBDIVISION** - Trustee Meslin requested a meeting with the developer. Fire Chief Fairchild indicated Developer Mr. Banning has been out of state. Directions to the subdivision and location of the proposed donated land are available for a site visit.

**FIRE BOAT** – Trustee Meslin indicated a meeting was proposed with Lake County Sheriff and Lake County Search and Rescue. Fire Chief Fairchild reported the Search and Rescue are in the process of purchasing a boat. No correspondence was received on the coast guard boat the fire department would like to acquire.

**OPEN MEETING LAW** - Trustee Manley indicated reasonable time should notice meetings. Radio announcements are proper under emergency circumstances. The consequence of improper notice is any decision made is voidable. Montana constitution is most progressive and liberal in terms of individual rights. The agenda for meetings require time set aside for public comment.

**SPECIAL MEETING MINUTES** – Approved special meeting minutes of June 27, 2007 as presented.

**New Business:**

**IRVINE FLATS PROPERTY OWNERS** - Jack Clapp is spokesman for the group. Certain representations were made by former Fire Chief Maloney during the initial meeting at Greg Gardner's residence. In the past ten days, the area experienced three fires. Polson Rural was not able to respond to the wildland fire July 6<sup>th</sup>, due to a major structure fire in Polson, although two truck and a helicopter were dispatched from another agency. The last wildland fire was a 5,000 – 10,000 acre loss. The 40 square mile area with 15 people is 45 minutes away. The nature of the rural residents is to get things done, but would like to incorporate Polson Fire Services. The representation made was to have radios and a fire truck. How can we address the rural concern, distance and be an asset to the fire district in a unique situation? Fire Chief Fairchild has concerns about safety and placement of equipment in a rural area.. Trustee Nelson asked if a truck was promised to the Irvine Flats area. Chairman Hoyt said a truck was promised under certain circumstances. The DNRC truck needs to be stored in a safe place; but the project has not progressed further. Jack Clapp is a professional fire fighter with 15 years experience. Four area residents completed a wildland course offered by DNRC manager Dave Poukish. Additional requirements are four individuals with wildland fire training and willing to be involved with Polson Volunteer Fire Department. Travel time to attend a training meeting in Polson requires an hour and half round trip.. A DNRC truck with 200 gallon tank is available when a light bar is installed. The standards of survival and basic training need to be met and become familiar with tools. Interested residents should attend three to four training sessions and then submit an application and when the district comes in; then a vehicle will be available. Irvine Flats area needs additional resources and residents are willing to join the Polson team. Chairman Hoyt indicated the tanker is available. Trustee Nelson asked if a waiver of liability could be signed. Trustee Manley indicated a waiver of liability is not legal. Trustee Meslin indicated the number of residents willing to join the membership depends on the requirements. Three or four trained personnel are required for a type 6 . The residents do have equipment and are asking for assistance. Getting water on a fire early is a huge advantage. Basic training for use of equipment on a truck and willing to come in and be part of department. Trustee Manley suggested working around the situation and other times when people are in town swing by the firehouse. Jeff Meslin suggested additional training at the Big Arm station with knowledge of equipment on truck and training videos are also available. DNRC rig is a county resource. The Board has the ability to give permission to stage Engine 327 with a 2000 gallon tank in the Irvine Flats area. Radios, pagers, and gear are needed for the

volunteers. The department can assign 30 volunteers to each station. Trustee Nelson will donate a personal radio. Jack Clapp indicated working on a ranch provides flexible hours and residents are committed to assist with wildland fires. July 2<sup>nd</sup> 911 dispatch hung up on the first call, then a female dispatcher took the message with Polson Rural Fire responding in 10 minutes. Fire Chief Fairchild will follow up on 911 response. Proper insurance coverage is required in order to house a truck in the Irvine Flats area. A DNRC truck may get assigned to another fire and the truck needs to go to the location.

**Motion Trustee Meslin, seconded Trustee Manley three members join the Polson volunteer fire department next Tuesday with adequate hours of training Engine 327 will be provided and housed in the Irvine Flats area providing the insurance policy will be applicable in location. Motion carried unanimously.** Tom Sadecki will provide training and used equipment will be available. Trustee Manley indicated the cost of the equipment for the Irvine Flats area needs to be added to the budget. Irvine Flats tax base will be added to the 2007 real property taxes. **Motion Trustee Nelson, seconded Trustee Meslin to expend funds from capital reserve fund to outfit three to four volunteers. Motion carried unanimously.** Jack Clapp thanked the board for the favorable response.

**BIG ARM PARKING LOT APRON** - Trustee Nelson reported Lake County Commissioners will donate gravel and chip seal. Don Smith will donate a truck to haul the material. Some excavation needs to be completed.

**FY '07-'08 BUDGET** - Trustee Meslin suggested reducing the budget line item for the truck payment from \$24,773 to \$8,000 and request funds held in protested taxes for PPL. The Board can request 80% of the protested taxes for years 2003, 2004 and 2005 which is approximately \$16,857.66 plus accrued interest. The total proposed budget will then be \$94,469. The special levy truck payment will be reduced from \$72,000 to \$63,000 with an overall bottom line total of \$174,742. **Motion Trustee Nelson, seconded Chairman Hoyt to approve the budget as amended by Trustee Meslin. Motion carried unanimously.**

**COMPENSATION FOR CLERK** - Trustee Manley questioned the compensation for the clerk to the rural fire board. The annual stipend is \$500 paid semi-annually at the same time as the clothing allowance for the volunteers. Discussion followed regarding adequate compensation. Bonnie Manicke indicated the stipend is sufficient, enjoys working with the Board and Fire Chief, and happy to volunteer a portion of the hours. The Board and Fire Chief appreciate the clerical support.

**INVENTORY** - Trustee Manley asked if an inventory of equipment and supplies is maintained for the rural department. Chairman Hoyt indicated an inventory is maintained. The purchases are marked and inventoried when items come in. The volunteers purchased \$10,500 of fire hose. The hose is marked rural fire, but it belongs to the volunteers. Also some of the hose was purchased with grant funds.

**DEBT SERVICE PAYMENT** - The second payment is due on or before September 1, 2007. It is noted no additional significant taxes revenue will be available prior to September. Chairman Hoyt signed a letter requesting a transfer of 2003, 2004 and 2005 PPL protested tax funds to complete the debt service payment. Check #3480 \$44,120.17 payable to 1<sup>st</sup> Interstate Bank for tender/engine equipment loan. Balance outstanding after payment \$450,082.82. **Motion Trustee Nelson, seconded Trustee Manley to issue payment #2 for equipment purchase. Motion carried unanimously.**

**RATIFY BY-LAWS AMENDMENT** – Ratify the following amendment: “If a Member of the Board fails to attend two (2) or more consecutive meetings or 80% of all meetings in a calendar year without good cause the Board shall vote at the next regular meeting whether the Member should continue on the Board.” **Motion Chairman Hoyt, seconded Trustee Meslin ratify amendment to By-Laws Polson Rural Fire District, Article IV, Powers, Duties & Responsibilities, paragraph two, page two. Motion carried unanimously.**

**ENERGY PARTNERS PROPANE CONTRACT** – Energy Partners will provide a contract to purchase propane during the winter months at \$1.69 per gallon. The 2006 contract has a current balance of \$160.10. **Motion Chairman Hoyt, seconded Trustee Meslin to table signing the contract to the September meeting. Motion carried unanimously.**

Meeting adjourned 8:50 p.m.

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Ross Hoyt, Chairman

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Alison W. Meslin, Secretary-Treasurer

8/6/2007

Date	Num	Transaction	Payment	C	Deposit	Balance
7/12/2007	xfer	cat: [POL R'L FIRE VOTED LEVY #7244] memo: Transfer/Fund#7245LoanPymt#1FireEquipment			26,818.39	49,722.32
7/12/2007	DEP	SPLIT 0116030 Protested Real Taxes memo: PPL Release80% yr 2003,2004,2005+Int per b... 0116030 Protested Real Taxes 80% of tax years 2003, 2004, 2 0116030 Protested Real Taxes Interest on protested taxes			16,857.66  16,857.66  .00	66,579.98
7/12/2007	3480	1st Interstate Bank - Polson SPLIT 0600 Debt Service memo: Loan #327200126 Pymt #2 Tender/Engine Loan 0600 Debt Service Payment #2 Principal 0600 Debt Service Payment #2 Interest	44,120.17   30,623.52  13,496.65			22,459.81
		LOAN BALANCE: \$450,082.82			.00	
8/8/2007	3481	Cenex Harvest States cat: 0231-Gas, Diesel, Oil memo: Acct#157 120 July Billing	592.67			21,867.14
8/8/2007	3482	Galls Incorporated SPLIT 0220-Operating Supplies memo: Acct#0048429906 & Acct#5892893600010 0220-Operating Supplies Sunburst badge 0220-Operating Supplies Bugle center seal 0220-Operating Supplies 6-function switch box	124.98   54.99  3.50  66.49			21,742.16
8/8/2007	3483	Lake View True Value SPLIT 0220-Operating Supplies memo: Acct #1426 Trans B16493 0220-Operating Supplies Tongue & Groove Plier 0220-Operating Supplies snap knife	20.21   16.99  3.22			21,721.95
8/8/2007	3484	L.N. Curtis & Sons cat: 0220-Operating Supplies memo: Cust#4929 /6-5 gal pail silvex	360.00			21,361.95
8/8/2007	3485	Main Harbor Pumps & Well Drilling, Inc. cat: 0220-Operating Supplies memo: Invoice #64016 Station#2 plmb fixture	21.45			21,340.50
8/8/2007	3486	Mission Valley Power cat: 0241-Electricity memo: Acct #7207	44.32			21,296.18
8/8/2007	3487	Montana Electronics Co., Inc. cat: 0220-Operating Supplies memo: Acct#M2782 Inv#7101 Radios	3,258.00			18,038.18

Date	Num	Transaction	Payment	C	Deposit	Balance
8/8/2007	3488	Montana State Fire Chiefs' Association cat: 0302-Conference & Training Reg. memo: 2007 Conference Martin Glasson	214.00			17,824.18
8/8/2007	3489	Martin Glasson cat: 0302-Conference & Training Reg. memo: 1/2 travel & lodging Great Falls Sept 21-22'07	243.90			17,580.28
8/8/2007	3490	Pacific Steel & Recycling cat: 0220-Operating Supplies memo: Cust#800402 Order#1050783 4- sq tube	55.86			17,524.42
8/8/2007	3491	Polson Auto Parts, Inc. SPLIT 0220-Operating Supplies memo: Acct#5824 Inv#881051;#877671 Eng314	14.19			17,510.23
		0220-Operating Supplies air filter	7.20			
		0220-Operating Supplies antenna	6.99			
8/8/2007	3492	Quik E'Z SPLIT 0303-Inspections of Equipment memo: Invoice #1504 8-truck insp plus fuel surcharge	432.50			17,077.73
		0303-Inspections of Equipment Eng 314	50.00			
		0303-Inspections of Equipment Eng 310	50.00			
		0303-Inspections of Equipment Eng 319	50.00			
		0303-Inspections of Equipment Eng 318	50.00			
		0303-Inspections of Equipment Eng 327	50.00			
		0303-Inspections of Equipment Eng 323	50.00			
		0303-Inspections of Equipment Eng 326	50.00			
		0303-Inspections of Equipment Eng 328	50.00			
		0300-Purchased Services 1/2 fuel surcharge	32.50			
8/8/2007	3493	St. Luke Community Healthcare Network cat: 0300-Purchased Services memo: Acct#2070310015MO Gomke/Friez	120.60			16,957.13
8/8/2007	3494	Salish & Kootenai Housing Authority cat: 0260 - Water&SewerBigArmStation memo: Acct # C06421 August '07	19.50			16,937.63
8/8/2007	3495	Verizon Wireless cat: 0245-Cell Phone memo: Acct#370458579-00001	106.68			16,830.95
8/8/2007	3496	Wal Mart Polson SPLIT 0220-Operating Supplies memo: Acct #6032 2020 1008 9218	206.74			16,624.21
		0220-Operating Supplies Water & gatorade	137.40			
		0220-Operating Supplies 2 ink cart	69.34			

Date	Num	Transaction	Payment	C	Deposit	Balance
8/8/2007	3497	Western Building Center SPLIT 0220-Operating Supplies memo: Cust#CITPOL Inv#12075432 Eng 322	6.48			16,617.73
		0220-Operating Supplies 4- gloss white	5.96			
		0220-Operating Supplies 4-carriage screw	.52			
8/8/2007	3498	Western Electronics, Inc. SPLIT 0220-Operating Supplies memo: Install radio units & components	944.00			15,673.73
		0220-Operating Supplies Eng 326 install radio units &	171.00			
		0220-Operating Supplies Eng 318 install radio units &	573.00			
		0220-Operating Supplies Reprogram trucks split w/city	200.00			
8/8/2007	3499	Wheatland Fire Equipment cat: 0220-Operating Supplies memo: Acct#POLSONR Inv#425265 gloves split w/city	160.79			15,512.94
8/8/2007	3500	Conoco Phillips cat: 0231-Gas, Diesel, Oil memo: Acct#87017-3796	369.95			15,142.99
8/8/2007	3501	Pier 93 cat: 0220-Operating Supplies memo: Invoice #10987 4-bags ice	5.80			15,137.19
8/8/2007	3502	Polson Auto Parts, Inc. SPLIT 0220-Operating Supplies memo: Acct#5824 Inv#876011;#876694	28.43			15,108.76
		0220-Operating Supplies Grease gun	21.99			
		0220-Operating Supplies Gasket Engine 326	6.44			

JULY 2007 EXPENDITURES . . . . .	\$ 7,351.05
FUND # 7244 VOTED LEVY FUND BALANCE . . . . .	\$ .00
FUND # 7245 OPERATING FUND BALANCE . . . . .	\$15,108.76
FUND # 7246 CAPITAL IMPROVEMENT FUND BALANCE . . . . .	\$54,438.76