

**POLSON RURAL FIRE DISTRICT BOARD MEETING  
MINUTES DECEMBER 14, 2011**

**Board trustee members present:** R. Jack Clapp, Dean Sams, Beth Hoel, Steve Stanley, Fred Nelson

**Board trustee member absent:** None

**Staff:** Fire Chief John E. Fairchild, Board Clerk Bonnie M. Manicke

**Guests:** Resident Lee Manicke; Volunteer Fire Personnel Drew Hoel, Will Woodger, Potential new volunteers Derrik Gerke and Brian Hines.

**Meeting called to order 7:00 p.m. at Fairgrounds Rural Fire Station No. 4 by Chair Clapp.  
The Pledge of Allegiance was recited.**

**Minutes November 9, 2011 Polson Rural Fire District Board Meeting:** Copies of the minutes and agenda are available for the public. **Motion Trustee Stanley accept the minutes of November 9, 2011 as presented, second Trustee Sams. Motion carried unanimously.**

**Communications:** None.

**Claims:** Trustee Stanley commented Western Building Center invoice has charges for the city and rural fire department on the statement. He requested a charge account opened for the rural district at WBC. Other vendor accounts should also be maintained as a rural district account and not co-mingled with the city account. Trustee Nelson reviewed the Platt invoice \$50.62 for maintenance at the Fairgrounds Station. The invoice is for exterior light bulbs. A prior St. Joseph Medical Center invoice for an ekg procedure was billed in error. **Motion Trustee Nelson to pay November 2011 claims, second Trustee Sams. Motion carried unanimously.**

**Treasury Report for month ending November 2011:**

Fund #7245 Operating Fund Balance \$ 20,028.01

Fund #7244 Voted Levy Debt Svc. {Fire Apparatus} \$ 6,828.56

(Cash Balance remaining following semi-annual debt service payment \$41,798.63).

{Sufficient funds available in fund #7244 for payment}.

Fund #7246 Capital Improvement Fund Balance \$ 33,081.53

Fund #7243 Voted Levy/Reserve Fund Balance \$ 78,321.72

{Necessary to transfer \$80,000 from voted levy/reserve fund to operating fund to facilitate 2009 and 2010 real property tax mill levy payback }

Total Operating Fund Expenditures \$ 46,175.85\*

Check numbers 4687-4707

Void check #4687 Printer error

(paid November 10 - December 14, 2011)

\*Included debt service payment \$41,798.63

Chair Clapp requested clarification regarding the mill levy payback and voted levy/reserve fund balance. The cash balance \$78,321.72 will serve as the district's operating monies for fiscal year 2011-2012. Trustee Nelson expressed appreciation to Bonnie for the \$15,000 interest savings on the fire apparatus loan. Early payments and the modified loan interest rate provided the savings. The trustees acknowledged the support to the community.

**Motion Trustee Stanley to approve treasury report, second Trustee Nelson. Motion carried unanimously.**

**Chief's report:** The month of November the department had 17 runs 7 were rural calls consisting of 2 fire calls, 1 crash no fee billed, 4 other calls including 1 mutual aid to Finley Point and 3 call out alarm. Fire Chief Fairchild introduced two possible candidates Derrick Gerke and Brian Hines. SCBA bottle carriers are on the trucks. The department Christmas party was well received. ISO report is a work in progress. No update on Engine #319 exhaust system. Chair Clapp speaking for the board appreciates the interest of candidates Gerke and Hines.

**Old Business:**

**STRATEGIC PLANNING COMMITTEE UPDATE** – Chair Clapp provided a brief update. The committee comprised of Jack Clapp Sid Rundell, and John Fairchild is in the process of finalizing a written long term plan. Sid Rundell will present the plan at the January 11, 2012 meeting for the board's consideration. The committee has been talking about appointing a committee that would include five or seven residents from the community to look at some of the issues identified in the long term plan. Trustee Stanley commented the committee is a good idea and will provide public access to voice concerns and provide information on the current issues. Chair Clapp indicated the board plans to do what is in the best interest of the community. The board recognizes over the next two to three years the district will be challenged with some tough decisions. The potential loss of Kerr Dam revenue is a concern. Community input is an important link to the overall plan.

**SOLESTONE REIMBURSEMENT SERVICES CONTRACT** – Chair Clapp introduced the SoleStone contract to provide services on a month to month basis. SoleStone submits claims for all auto crash, and vehicle fire related incidents to an insurance company. The current contract has a no end date. SoleStone reimbursement service has been satisfactory. Some of the crash responses billed were not collected due to lack of insurance. Trustee Stanley commented payment for services is 8% of the fee collected. Those present indicated the vehicle crash incident fee is a good idea. The open ended contract will provide the vehicle crash committee flexibility. **Motion Trustee Stanley to accept the new SoleStone reimbursement services contract on a month to month basis, second Trustee Sams. Motion carried unanimously.**

**New Business:**

**ANNUAL FINANCIAL REPORT FISCAL YEAR 2011** -Chair Clapp signed the Polson Rural Fire District Annual Report to the Montana State Department of Administration for the year ending June 30, 2011. Summary report indicates total revenue \$297,260.03; total expenditures \$298,706.38; included in the expenditure total are capital improvements for equipment, landscaping, and building improvements; long term debt payable \$308,787.74; general fixed assets buildings \$881,348.00. Trustee Stanley commented the FY 2010 over-assessed mill by Lake County is included in the reported revenue. **Motion Trustee Nelson to approve annual financial report for fiscal year 2011, second Trustee Sams. Motion carried unanimously.**

**Public Input on Non Agenda Items:** – Drew Hoel commented the volunteers appreciate the trustees support. Chair Clapp expressed the board appreciates the dedicated volunteers.

**Motion Trustee Sams to adjourn, second Trustee Hoel. Motion carried. Polson Rural Fire District meeting adjourned 7:25 p.m.**

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**R. Jack Clapp, Chair**

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**Beth Hoel, Secretary-Treasurer**