

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

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

Board trustee member absent: Fred Nelson, excused

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

Guests: Brandon Hansen, reporter Lake County Leader; Volunteer Fire Personnel Drew Hoel, Terry Gembala; Residents Rory Horning, Tom Eddy, Lee Manicke.

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 August 10, 2011 Polson Rural Fire District Board Meeting; Motion Trustee Hoel to accept the minutes of August 10, 2011 as presented, second Trustee Stanley. Motion carried unanimously.

Communications: Letter from Western States Insurance regarding the accident policy. The expiration date is September 11, 2012. Western States suggests the board review the coverage and notify their office with any questions or changes. The accident policy provides an additional coverage for volunteer fire personnel and is in addition to the worker's compensation coverage. A tickler notice will be established as a reminder to review the policy in March 2012. The proposed renewal policy will be for a three year period. Propane prepay cap contract with Energy Partners, LLC is due September 20th. The contract provides 500 gallons of propane at \$2.19 a gallon October 1, 2011 to March 30, 2012 for the Big Arm Station. Trustee Stanley indicated the 500 gallon contract was derived by the usage of the previous year. Bonnie will contact additional propane vendors for a price comparison on Thursday and report to the board by email. Trustee Stanley suggested purchasing a tank which will allow for propane delivery by various vendors. Terry Gembala expressed it is best to participate in a prepay contract. **Motion Chair Clapp to sign the prepay contract with Energy Partners, LLC, second Trustee Hoel. Motion carried. Trustee Stanley abstained.**

Claims: Motion Trustee Hoel to pay August 2011 claims, second Chair Clapp. Motion carried unanimously.

Treasury Report for month ending August 2011:

All funds reflect August revenue posted.

Fund #7245 Operating Fund Balance \$ 22,614.21

Fund #7244 Voted Levy Debt Svc. {Fire Apparatus} \$ 6,199.10

Fund #7246 Capital Improvement Fund Balance \$ 30,038.52

Fund #7243 Voted Levy/Reserve Fund Balance \$ 125,992.23

Total Operating Fund Expenditures \$ 7,355.90

Check numbers 4648-4661

(paid September 14, 2011)

Bonnie advised the board needs to direct Lake County Treasurer on a method to implement the mill levy payback specifically to refund the total amount in the first half of real property taxes or split the refund in the first and second half of real property taxes. Trustee Stanley commented it is best to complete the payback in the first half and be done with the issue. **Motion Chair Clapp direct Bonnie to convey to the Lake County Treasurer to refund the overcharge prior years 2009 and 2010 real property taxes in the first half of the 2011 real property taxes, second Trustee Sams. Motion carried unanimously.**

Bonnie informed the board she was formally recognized for successfully maintaining the Certified Public Finance Administrator credential by the Association of Public Treasurers of the United States and Canada. The professional accreditation is designed to recognize individuals who demonstrate a strong knowledge of public finance. The accreditation is renewed every five years through continuous professional development. Chair Clapp extended the board's congratulations and expressed appreciation for the working relationship with the board.

Mr. Eddy asked if the revenue was received from the vehicle crashes billed. Bonnie indicated to date no revenue was received.

Motion Trustee Sams to accept treasury report, second Trustee Hoel. Motion carried unanimously.

SCENE STAR LIGHT - Drew Hoel representing the membership reported light bars were replaced on engine number 314 and 315 by the membership. The membership is asking if the board is interested in purchasing a LED Scene Star light for Engine #333 and #314. LED Scene Star lights provide 14000 high lumen in rural areas. The volunteers will install the lights. Chair Clapp suggested the board purchase one light. **Motion Trustee Stanley to purchase one LED Scene Star light, second Trustee Sams. Motion carried unanimously.** Mr. Eddy noted the light was not an agenda item. Chair Clapp indicated the scene light is a maintenance issue. Allocated expenditures within the budget do not need to be placed on the agenda.

Chief's report: Fire Chief Fairchild provided the report in the agenda packet. The department had 32 runs for the month of August, 17 were rural calls consisting of 9 fire calls, 5 crashes with 2 billed, and 3 other calls. Trustee Stanley reported on engine #318 radio communication issues. He gave John a front head cable that seems to have fixed the problem. The ability to change channels on the panel is not available. John will decide to replace the rear head cable if necessary. Trustee Stanley suggested running the radio for a month to analyze the issues. (Copy of report attached to file minutes).

Old Business:

None

New Business:

TRUCK #318 RADIO BIDS - Trustee Stanley reviewed the agenda item in the chief's report.

Public Input on Non Agenda Items: – Mr. Eddy commented the September agenda was not posted on the website in a timely manner. Trustee Hoel forwards the agenda to Fire Chief Fairchild and Bonnie to be posted on the fire department's website by Click Here Designs. Bonnie indicated the agenda was sent to Click Here Designs in a timely manner, although was not posted immediately. The policy is to post the agenda 15 days prior to the meeting with additional follow up on communication items 10 days prior to the meeting and the day before the meeting. Chair Clapp indicated this is the first time a delay occurred and will monitor the website. Mr. Eddy expressed public comments incorporated in the minutes. Trustee Stanley suggested Mr. Eddy provide a hard copy of his June 2011 comments to attach to the minutes. Mr. Eddy will resend the attachment. Mr. Eddy had some questions regarding budget revenue and expenditures. Trustee Stanley expressed the past two years the district had a very lean budget. The amount collected over the budgeted amount was transferred to the capital projects fund. The board has been very frugal in the operational budget, therefore needed improvements were made to the stations. Trustee Stanley indicated the fiscal year 2012 budget is \$5,000 less than the previous year.

Motion Trustee Stanley to adjourn, second Chair Clapp. Polson Rural Fire District meeting adjourned 8:46 p.m.

R. Jack Clapp, Chair

Beth Hoel, Secretary-Treasurer