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**BIG SKY FIRE DEPARTMENT "BSFD"
MINUTES OF BOARD OF TRUSTEES
REGULAR MEETING OF AUGUST 24, 2016**

Introduction of visitors and guests

Big Sky Fire Department: Firefighter/Medic Captain Stephen Pruiett

1. Call to Order

Meeting was called to order by Chair Alan McClain at 8:35am

Present: Trustees Alan McClain, Carol Collins, Steve Johnson, Renae Schumacher and Tom Reeves; William Farhat, Fire Chief and Alecia Fischer, Office Administrator

2. Public Comment - None

3. Consent Agenda Items - Action Required

a. Approval of draft minutes of July 27, 2016 Regular Meeting

b. Financial Reports for July 2016

c. Monthly Financial Statements

d. Check Register: Checks 6115652 – 6115709; including voided check 6115684

- **Motion Made and Seconded** by Carol Collins and Steve Johnson to approve the consent agenda items of the August 24, 2016, as presented. Passed Unanimously

4. Fire Chief's Report – William Farhat

- See report included in the board packet. Topics in addition to board packet:
- Trustee Reeves asked if there was a tipping point as to when BSFD needs to increase manpower. Chief Farhat stated that more manpower is needed now but a funding plan needs to be created. He will follow-up with this topic at the September board meeting when the Master Plan is discussed.
- Chief Farhat is posting up-to-date information on BSFD's Facebook page regarding the status of fires in the area.

5. Correspondence

- See correspondence included in the board packet.

6. New Business

a. Swearing In of Deputy Chief Greg Megaard

- Chief Farhat held a ceremony to welcome and swear in Deputy Fire Chief Greg Megaard. Members of the public and the fire service attended.

b. Presentation to Captain Seth Barker

- Chief Farhat presented Captain Seth Barker with a certificate recognizing his Fire Officer designation from the Center of Public Safety Excellence (CPSE). Members of the public and the fire service attended.

c. Firefighter Hiring Update

- Chief Farhat reported that there are two candidates for the two open FF/EMT positions. They are currently going through the pre-employment physical and background check process. Their projected start date is October 1, 2016.

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- d. Administrative Assistant Position
 - See report included in the board packet.
 - Chief Farhat stated that there are funds in the budget to hire a 40-week position at \$16-18/hour.
 - **Motion Made and Seconded** by Tom Reeves and Steve Johnson to approve the Administrative Assistant position as a full-time position at 40 hours/week. Passed Unanimously
- e. Confidential Personnel Matter – Closed session to discuss attorney-client privileged information
 - Closed Session 9:20am – 9:30am
 - **Motion Made and Seconded** by Alan McClain and Steve Johnson to approve that Chief Farhat is directed to address a personnel matter. Passed Unanimously
- f. Madison County Mill Levy Discussion
 - Chief Farhat discussed the document that he provided that outlines out the mill levy issue and funds.
 - One issue is how Madison County processes a voted mill levy; it has to be followed according to the voted mill levy language. The mill levy language that was voted on stated that the mill levy should be voted in but Madison County did not process it that way.
 - Madison County will collect the amount due this year and also for the last two years. This changes the budget from \$24,058 below budget to \$116,384 over budget.
 - Chief Farhat will follow-up with Commissioner Hart about the mill levy issue.

7. Unfinished Business

- a. Annexation Petition Approval: Moonlight Basin (all private land west of Moonlight to the border of Jon Fossil conservation easement properties) and Emergency Services Agreement
 - Chief Farhat had a very positive and productive meeting with Taylor Middleton, Alex Iskenderian and Kevin Germain to discuss the annexation and also what it would take to staff Station #2.
 - Chief Farhat stated that paperwork will be provided at the next board meeting to move forward with the annexation.
- b. Fire Station #1 Renovation Update – *Tabled until September 2016 Board Meeting*
- c. Master Plan – Next Steps - *Tabled until September 2016 Board Meeting*
- d. Engine 12-2 Refurbish & Quote Adjustment
 - Chief Farhat obtained a quote from both Pierce Manufacturing and FireTrucks Unlimited. See quote information included in the board packet.
 - FireTrucks Unlimited quote is about \$6,000 less than Pierce Manufacturing. Fire Trucks Unlimited is including more items in their quote that need to be completed; about twice the work is getting done for less money. They will also be renting BSFD a replacement truck.
 - **Motion Made and Seconded** by Tom Reeves and Steve Johnson to approve the request of spending up to \$270,000 to refurbish Engine 12-2 through Fire Trucks Unlimited. Passed Unanimously

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8. Other Business - None

9. Public Comment - None

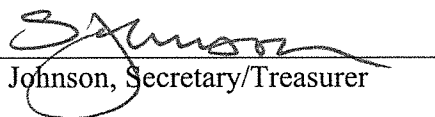
10. Date for next regular meeting – September 28, 2016 at 8:30am

11. Adjourn at 9:33am

Respectfully submitted,



Alan McClain, Chair



Steve Johnson, Secretary/Treasurer

cc: Board of Trustees
Fire Chief William Farhat
Local 4732
Gallatin County Board of Commissioners
Gallatin County Clerk & Records Office
Madison County Clerk & Records Office