

**BIG SKY FIRE DISTRICT “BSFD”**  
**MINUTES OF BOARD OF TRUSTEES**  
**REGULAR MEETING/PUBLIC HEARING OF APRIL 27, 2018**

**1. Call to Order**

Meeting was called to order by Chair Alan McClain at 8:30 am

Present: Trustees Alan McClain, Carol Collins, Steve Johnson, and Tom Reeves; William Farhat, Fire Chief; Greg Megaard, Deputy Chief; Alecia Fischer, Office Administrator; Mara Mitchell, Administrative Assistant

a. Introduction of visitors and guests

Big Sky Fire Department: President Local 4732 Firefighter John Foster, Captain Gras, Captain Hamel, Firefighter Ketschek, and Firefighter Parker

Members of the Public: Matt Dodd, Bart Mitchell, Rich Piercy, and Jolene Palmer

**2. Public comment for items not on the agenda – None**

**3. Consent Agenda Items**

a. Approval of draft minutes of March 28, 2018 Regular Meeting

b. Financial Reports for March 2018

c. Monthly Financial Statements

d. Check Register: Checks 6116865 – 6116917

e. Correspondence

- **Motion Made and Seconded** by Carol Collins and Steve Johnson to approve the consent agenda items of April 27, 2018. Passed Unanimously

**4. Fire Chief's Report**

- Chief Farhat and Deputy Chief Megaard attended a retirement party for Fred Jones. He worked for the Forest Service for 36 years and was the fire management officer for the Big Sky area.

**5. New Business**

a. Memorandum of Understanding with the Big Sky Resort Area District regarding multiple year funding

- Chief Farhat views the Memorandum of Understanding (MOU) not as the end of the discussion, but rather an interim step and recommends the board approve what is presented. The MOU basically sets the overall goals, and can be used as an education tool for future board members.

- **Motion Made and Seconded** by Carol Collins and Steve Johnson to approve the Memorandum of Understanding with the Big Sky Resort Area District regarding multiple year funding. Passed Unanimously

b. Firehouse Subs Grant Request

- Deputy Chief Megaard has been working with the owner of the Firehouse Subs in Bozeman regarding a grant to help with funding towards low angle rescue equipment.

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c. Fire Chief Performance Review Discussion

- Chief Farhat has requested a more comprehensive approach to his performance evaluation to provide him with additional feedback and guidance.
- He proposed utilizing Survey Monkey to pose roughly five questions to individuals listed on a contact list (included in the board packet) to answer confidentially and anonymously for the board to review with Chief Farhat. In addition to a survey Chief Farhat also submitted a list of personal and department achievements, accomplishments, and improvements over the last several years. This to be used as a reminder of what has been part of either his direct work or his administration of the department to be used in his evaluation.
- **Motion Made and Seconded** by Carol Collins and Steve Johnson to approve the Fire Chief Performance Review structure as presented with the addition of the names of the Fire Board Trustees to the survey.
- **Motion Amended and Seconded** by Carol Collins and Steve Johnson to approve the Fire Chief Performance Review adding the Board of Trustees names and contact information to the survey in case people want to contact the board.

6. Old Business

a. Station 1 and 2 remodel projects update

- Langlas and Associates has submitted a preliminary cost estimate (see board packet) in the amount of \$2,512,858. This amount is broken down between the two stations as Station 1 in the amount of \$1,729,609 and Station 2 in the amount of \$783,249.
- Chief Farhat just received this preliminary break down and has not had a chance to review it yet. He will review it more and update the board at the May meeting.

b. New Engine 1243 project update

- Everything is progressing nicely and still on track for a June delivery to Big Sky Fire Department.

c. Training Facility on Big Sky Water/Sewer Property Update

- Chief Farhat feels that if the Big Sky Fire Department commits to paint the containers regularly, and maybe roof the containers it may be a more cost effective way of meeting the wishes of the Big Sky Water and Sewer board.

d. Spanish Peaks Foundation Grant Request Update

- Chief Farhat spoke with John Haas and learned that the requested amount is more than Spanish Peaks Foundation typically spends on one request. John Haas spoke with Heather Morris with the Moonlight Foundation. Together they agreed to split the request and each grant half. Nothing official has been presented as of yet.

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**7. Other Business**

a. Appreciation of Service Presentations

- Captain Bart Mitchell and EMT Rich Piercy are both retiring from the BSFD after years of service. Trustee Steve Johnson and Trustee Tom Reeves are both stepping down from the board to run for election on other boards. Their years of service both as volunteers and trustees is both recognized and appreciated.

b. Board Calendar Follow-up

- Trustee Collins wanted to remind the board that at May’s meeting warrant signature cards will need to be updated, and board positions will need to be voted on.

**8. Public Comment**

**9. Date for next regular meeting** – May 23, 2018 at 8:30 am

**10. Adjournment** – 9:44 am

Respectfully submitted,



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Alan McClain, Chair



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Board Member

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