

**BIG SKY FIRE DISTRICT “BSFD”
MINUTES OF BOARD OF TRUSTEES
REGULAR MEETING/PUBLIC HEARING OF NOVEMBER 25, 2020**

1. Call to Order

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

Present: Trustees Alan McClain, Carol Collins, Renae Schumacher, Deb Lewis, and Matt Dodd;
Greg Megaard, Fire Chief; Dustin Tetrault, Deputy Chief; Seth Barker, Deputy Chief; Alecia Fischer, Administrative Officer; Mara Mitchell, Administrative Assistant

a. Introduction of visitors and guests

Battalion Chief Pruiett, Battalion Chief Sheil, Captain Gras, Captain Bolton, Captain Loomis, Firefighter Phillips, President Local 4732 Firefighter John Foster, Firefighter Farmer, Firefighter Kendziorski, Firefighter Clark, Firefighter Migel, Rosie Barndt, and Ryan Blechta.

2. Public comment for items not on the agenda - None

3. Consent Agenda Items

a. Approval of draft minutes of October 28, 2020 Regular Meeting

b. Financial Reports for October 2020

c. Check Register: Checks 6118708 – 6118756

d. Correspondence

- **Motion Made and Seconded by Trustee Schumacher and Trustee Lewis to approve the consent agenda as presented. Passed Unanimously**

4. Chief's Report – See Board Packet for Report

5. New Business

a. Second Amendment to BSFD Financial Audit Engagement Letter and Contract – presented by Rosie Brandt

- BSFD submitted a reimbursement request to the county for Payroll and PPE expenses related to Covid-19 from March 12, 2020 – August 31, 2020 through the CARES Act which is funding through the treasury department.
- The county originally estimated it would be December or January when BSFD would receive the reimbursement. However, Rosie received notice before the current annual audit was completed that BSFD would be receiving an amount greater than \$750,000. Because the amount is greater than \$750,000 of federal funding a single audit needs to be done. Therefore, Rosie needed to amend the BSFD financial audit and engagement contract.
- A single audit is the highest level of audit which basically focuses on the federal funding and it is then submitted to the state and the treasury department.
- **Motion Made and Seconded by Trustee Lewis and Trustee Collins to approve the second amendment to BSFD Financial Audit Engagement Letter and Contract as presented. Passed Unanimously**

b. FEMA/CARE's Equipment Reimbursement Program – 4 Stryker PowerPro XT Cot Systems

- Captain Gras learned that BSFD was eligible to submit for CARES Act Equipment Reimbursement. BSFD had already been looking into purchasing power cots for ambulances. Through the CARES Act BSFD was preapproved to purchase 4 Stryker Power Pro XT Cot Systems – 1 for each ambulance.
- **Motion Made and Seconded by Trustee Collins and Trustee Lewis to approve the purchase of 4 Stryker PowerPro XT Cot Systems. Passed Unanimously**

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c. Purchase of Motorola 16 APX 7500 Mobile Radios

- Chief Megaard asked the board to allow him to exceed the budgeted amount of \$50,000 to purchase 16 APX7500 mobile radios (which also includes the programming and encryption costs) at a discounted cost of \$102,757.20. This is a one-time opportunity to purchase through Motorola at a discount of 48%. These radios offer 800MHz, as well as VHF.
- Trustee Schumacher asked Chief Megaard what the anticipated lifespan of these radios is. Chief Megaard said he would like to see them last 15-20 years.
- Trustee Collins asked if BSFD had a plan on what to do with the obsolete radios. Chief Megaard stated that BSFD has the intention of donating the radios that will no longer be used.
- **Motion Made and Seconded** by Trustee Lewis and Trustee Schumacher to approve the purchase of 16 Motorola APX 7500 Mobile Radios at the cost of \$102,757.20 as presented. Passed Unanimously

6. Old Business - NONE

7. Other Business

- BSFD received a \$100,000 Homeland Security Grant in relation to being an EOC which will be used to update items in Station 1 to function at a higher and more efficient level in case there is a large-scale emergency/disaster.
- Trustee McClain would like to establish a committee for the 2021-2022 budgeting process and the CARES Act reimbursement. This committee will be Trustee McClain and Trustee Collins.
- Trustee Lewis and Trustee Dodd's terms expire in 2021. Trustee McClain plans to touch base with them.


8. Public Comment – None

9. Date for next regular meeting – December 23, 2020 at 8:30 am

- Trustee Lewis will be working and might be unavailable to attend.

10. Adjournment – 9:25 am

Respectfully submitted,



Alan McClain, Chair



Board Member

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