

**LOCKWOOD RURAL FIRE DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES DECEMBER 5th, 2007**

1. **CALL TO ORDER:** Keith Broyles, Board Chairman called the meeting to order at 7:00 p.m.
2. **ATTENDANCE**
Board Members: Keith Broyles, William Cummins, Doug Dunker, Penny Helms, Tim Sperry
STAFF: Chief Rash, Delet Smart, Brad Bell
Other Guests: Pam Malek (Exxon), Al Jones

Keith Broyles wanted to welcome Tim Sperry to the Board of Directors of the Lockwood Fire District. Tim was appointed to the Board by the County Commissioners (**ATTACHMENT #1**) until the School Election in May 2008.

3. **APPROVAL OF MINUTES ---**

*** **A motion was** introduced by Bill Cummins to approve minutes of Board meeting November 7, 2007
Motion was seconded by Penny Helms.
Motion to approve minutes passed 5-0.

4. **APPROVAL OF WARRANTS**

*** **A motion was** made by Doug Dunker to approve payment of warrants.
Motion was seconded by Bill Cummins.
Motion passed 5-0

5. **REVIEW AND APPROVAL OF FINANCIAL REPORT**

Financial Report: The total of the expenses for October, 2007 was \$92,368.83. \$532,157.58 in ambulance payments have been received as of November 30, 2007. Ambulance deposits for November 2007 totaled \$12,105.53. Total Miscellaneous income received in November 2007 was \$148,290.86. Attached is the Profit and Loss Statement for November 07 (**ATTACHMENT #2**).

6. **CHIEF'S REPORT**

The Chief wanted to welcome Tim Sperry to the Board as well and to let him know that he is available to answer any questions Tim may have.

The Chief reported to the Board that his January 2nd report will be later.

The brakes on Eng. 1 are shot and need to be replaced completely. This reinforces the Chief's conviction of preventive maintenance on all apparatus. He was thankful this was discovered before there was an accident.

BULLET POINTS FROM CHIEF'S REPORT (**ATTACHMENT #3**) full report is available at the Lockwood Fire District.

- A. Chief will not be able to engage in Community Committees at same level.
- B. Galusha, Higgins has completed 05-06 audit 06-07 is nearing completion.
- C. Chief met with Co. Road Dept and Park Dept to discuss emergency evacuation route at Jack Pine Circle.
- D. County Haz-mat trailer project is still in the works.
- E. District has received all of the FICA refund with an additional \$20,774.30 in interest.
- F. Delet is working with the IRS to correct name that is associated with our Fed Tax ID number.
- G. They also discussed the Haz-Mat trailer and its uses with Jim Kraft as the Co owns it.
- H. Chief would like the Board to compose and send a letter of thanks to ExxonMobil for their donation of foam.
- I. The Chief had a meeting with Fire Marshal Allen Lorenz and Dave Cook of the State Building Codes on Nov. 8th concerning the identification of new construction within the Fire District.
- J. We are progressing on the preventative maintenance schedule for the trucks and station.
- K. Brad Bell secured the AFG Grant this grant is worth \$54,374.00 with a district match of \$2861.00.
- L. We will be purchasing a 10'X24" storage shed from S Bar S with part of grant money.
- M. The new brush truck is scheduled to arrive the first week of December 07.
- N. The Chief recommends that a letter of appreciation be sent to Little Horn State Bank, for helping secure the loan on the new brush truck.
- O. Reserve FF total is 23 as of December 1st.
- P. The Labor /Safety Committee will meet in January.
- Q. The Chief reminded the Board that the Command/Control course is still open. Penny Helms and Tim Sperry mentioned that they are interested in attending.
- R. The Chief is still working with the Co. Commissioners concerning the Fire District's exemption from any TIFD that may be formed in the Lockwood area.

The Run Report: November, 2007 – 42 Calls (ATTACHMENT #4).

7. COMMITTEE REPORTS

- A. Reserve Fire Fighters Report** – covered in Chief's report.
- B. Career Fire Fighters Report** – covered in Chief's report.
- C. Labor & Safety Relations Committee** - covered in Chief's report.
- D. Ambulance Report**- covered in Chief's report. Financial info for Nov. (ATTACHMENT #5)
- E. Training Report**- covered in Chief's report.

7. OLD BUSINESS

NONE

9. NEW BUSINESS

- A. Union Contract** Keith Broyles reported that the meetings with the Union went smoothly. Bill Cummins reported that the Union's agreement to forego a second year pay increase, if the District did not meet the agreed upon reserves, was greatly appreciated. If we hit our projected reserves they will receive the pay increase.
The Chief commends the Firefighters for this willingness on the second year pay increase; you would not see this elsewhere.

Brad Bell reported that the Union has approved this contract. They will correct typo errors, sign it, and get everyone a final draft.

*** **A motion was introduced** by Bill Cummins to accept the Union contract with typo corrections.

Motion was seconded by Doug Dunker

Motion passed 5-0

B. Santa in District Bank Account The Chief reported that it was a significant problem to keep the donated money for Santa separate from the General Fund. Galusha, Higgins has said that opening a separate account is acceptable as far as an audit of the District. They will just make it part of the audit process. This will make things much easier for the Santa project. Doug Dunker wanted to know if there would be any need for Board members to sign the checks. This was discussed that it was decided that the signers could be from the Fire department staff.

*** **A motion was introduced** by Bill Cummins to have Delet set up a Santa in District bank account at a bank in our district with 2 authorized signatures.

Motion was seconded by Doug Dunker

Motion passed 5-0

PUBLIC COMMENTS- Pam Malek from ExxonMobil reported that they have provided the treat bags with the ExxonMobil name on one side and the Lockwood Fire District name on the other. They are also providing the apples for the treat bags. The Chief thanked Pam for her work and Exxon's help with this project. The children in the district really look forward to this event.

Al Jones was at the meeting and wanted to comment on the proposed TIFD in the Lockwood area. He is well aware of the Fire Department's question as to whether or not they would lose revenue if this TIFD is approved. He reported that he has 5 different answers from 5 different people. The Chief attended a meeting with the Co. Commissioners, Scott Turner, Financial Director of Yellowstone Co., Dan Bucks, director of Dept. of Revenue and Max Lenington, Yellowstone Co. Treasurer concerning a TIFD in our area. They are in the process of researching the legal answer to our question. The State Attorney's office has been asked to generate a ruling on this. Al Jones believes that the fire service is not included in a TIFD. Al Jones reported that a TIFD committee can transfer money to different areas of the TIFD area, meaning that if the LFD asked for money for improvements they could rule on it. Mr. Jones stated that the Lockwood area is the fastest growing area in the County and that more research and study has gone into this TIFD than any other TIFD in the State of Montana. He reported that the City of Billings has created 3 TIFD's in the time that this one has been researched. The Chief's primary concern is the impact on the operation portion of Lockwood Fire District's budget. The Fire Chief will put the TIFD on our Board Agenda when he receives an official ruling on the impact of tax revenues on the Lockwood Fire District's revenue collections.

11. MEETING ADJORNED

*** **A motion was introduced** by Doug Dunker to adjourn the meeting at 8:32 p.m.

Motion was seconded by Bill Cummins

Motion passed 5-0

December 5th, 2007

Date

Keith Broyles / Chairman, Board of Trustees

December 7th, 2007

Date

Delet Smart, Administrative Assistant / LRFD

ATTACHMENTS TO THE MINUTES ARE AVAILABLE FOR VIEWING AT THE LOCKWOOD FIRE STATION.