

**LOCKWOOD RURAL FIRE DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES February 7th, 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, Jan Wheeler

STAFF: Delet Smart, Robert Guenther, Allan Hutton, Rob Walker, Andy Brown

Volunteers: Xzlmar Anderson

Other Guests: Pam Malek (Exxon), Evelyn Payburn (Yellowstone Co. News), Penny Helms (Little Horn St. Bank)

3. **APPROVAL OF MINUTES --- January 10, 2007 Meeting**

*** **A motion was** introduced by Bill Cummins to approve minutes of January 10th Board meeting.
Motion was seconded by Jan Wheeler.
Motion to approve minutes passed 3-0.

4. **APPROVAL OF WARRENTS**

*** **A motion was** made by Jan Wheeler to approve payment of warrants.
Motion was seconded by Bill Cummins.
Motion passed 3-0

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

Financial Report

General Fund expenses for January 2007 totaled \$95,746.50 (*ATTACHMENT #1*) and Ambulance expenses (*ATTACHMENT #2*) for January 2007 totaled \$1,823.81. The total of the expenses for January 2007 was \$97,570.31.

\$446,222.15 in ambulance payments have been received as of January 31, 2007. Ambulance deposits for January 2007 totaled \$8,114.13. Total Miscellaneous income received in January 2007 was \$7,214.02 the total received for the General Fund July 1, 2006 through June 30, 2007 as of January 2007 was \$62,485.12. (*ATTACHMENT# 3*).

Accountant's Report --- Becky Schmitz, Centsable Accounting

A revenue/expenditure report through January 2007 was provided for the meeting. (*ATTACHEMENT #4*) Profit and Loss report (*ATTACHEMENT #5*) and a Profit and Loss from July 2006 thru December 2006 (*ATTACHEMENT #6*).

6. OPERATIONS REPORT

Robert Guenther gave the Operations report (*ATTACHEMENT #7*) Andy Brown was hired as of January 16th, 2007, he is working day shift for 6 weeks.

The radio system is installed but not fully operational. The base antenna had to be replaced.

The new extrication tools arrived and were put into service right away. The jaws were the last piece to arrive and was used twice within days of arrival.

The Rural Fire Grant has been awarded and LFD will receive new stream light for the trucks. Captain Kober sent in the Town Pump Grant application and if awarded will be used for new pagers for LFD.

Lockwood Fire and Yellowstone Conservation District are partnering to provide trees and grass seed to the property owners effected by the Emerald Hills fire this past summer.

The Run Report: 46 Calls (*ATTACHEMENT #8*).

Robert Guenther reported that LFD had 46 calls in the month of January 2007, 32 of these were ambulance calls.

7. COMMITTEE REPORTS

- A. **Volunteers Fire Fighters Report** – Rob Walker reported (*ATTACHEMENT #9*) that there are currently 11 volunteers 6 of these have gear and pagers and can respond to an incident while away from the station. The City of Billings has hired Tyron Morgan. Paul Gerber from College of Technology is still trying to work with LFD to get a program started that will help the Fire Science students and LFD's volunteer program.
- B. **Career Fire Fighters Report** – Brad Bell reported that the new hire (Andy Brown) has started And currently working day shift as he is trained.
- C. **Labor & Safety Relations Committee**- N/A
- D. **Ambulance Report**- Rob Walker reported on the collections for December 2006 (*ATTACHEMENT #10*). There were 40 EMS runs in December , AMR was called 5 times.
- E. **Training Report**- N/A

8. OLD BUSINESS

- A. **Progress of Tax Anticipation Loan** - We have not heard from the Co. Finance Director as to the status of this loan.
- B. **Sage Hill Homeowners** - Delet reported that the home owners in the Sage Hill subdivision had a meeting to discuss being annexed into the LFD district. We should be hearing from them in the near future.

C. Old Montana Road/Petrified Tree Pass – Once the minutes of the January 2007 Board Meeting have been approved Delet will send them to the Clerk and Recorder's office to complete the annexation request of the property owners..

Hiring New Fire Chief: Bill Cummins reported that we had received 9 to 10 applications for Fire Chief, 3 of these met the qualifications. They interviewed one applicant, Bill Rash from Lewistown on Monday February 5, 2007. He interviewed very well, he is very knowledgeable in the Fire Service and budget planning. He was interviewed by Keith Broyles, Bill Cummins, Chief Staley from the Billings Fire Department, Allan Hutton and Robert Guenther. Allan Hutton wanted to make sure we hired someone with strong budget experience, which Mr. Rash has. The interview board was impressed with the experience that Mr. Rash had in the Fire service, that he is very well rounded and is a great fit for the Lockwood Fire District. His references all checked out positively.

*** **A motion was** introduced by Bill Cummins to offer the Fire Chief position to Mr. Bill Rash, with the contingencies of a back ground check and a medical physical.

Motion was seconded by Jan Wheeler.

Motion passed 3-0.

Keith Broyles reported that the following package would be offered to Mr. Bill Rash:

\$57,000 a year salary
3 weeks vacation
Health Insurance – 100% paid for employee
Public Employee Retirement
6 Month Probation Period
Use of the Suburban for official use (to and from work and work related travel)

*** **A motion was** introduced by Jan Wheeler made a motion to offer the described employment package to Bill Rash .

Motion was seconded by Bill Cummins.

Motion passed 3-0.

Keith Broyles mentioned that the District would need to give the Fire Chief some personal time as he could not be expected to be on call 24/7 365 days a year. They will discuss this with Mr. Rash, if he accepts the position. There will also be a press conference held if he accepts.

9. NEW BUSINESS

A. Union Contract Negotiation - The following are the only changes/additions to the Union contract:

1. Firefighters who have completed a minimum of 10 years of service, are 55 years and older and retire from Lockwood Fire District, are eligible to remain on the District's health insurance plan. All monthly premiums and costs will be the sole responsibility of the retired employee.

2. Applicants for promotion to Engineer must have completed a classroom course using the IFSTA Driver/Operator Pumping Apparatus Handbook, Comprehensive Driver/ Operator training, and satisfied a driving and pumping practical test administered by the Training Officer and one (1) member of the Lockwood Fire District appointed by the Fire Chief in Accordance with NFPA 1002.

3. No pay increases, the "on call" and "overtime" concessions will remain in place.

4. This is a one year contract.

