

**LOCKWOOD RURAL FIRE DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES April 4th, 2007**

1. **CALL TO ORDER:** Keith Broyles, Board Chairman called the meeting to order at 7:07 p.m.
2. **ATTENDANCE**
Board Members: Keith Broyles, William Cummins, Doug Dunker, Penny Helms
STAFF: Chief Bill Rash, Delet Smart, Chuck Hagan, Karim Eshbaugh, Keith Kober, Rob Walker, Andy Brown
Volunteers:
Other Guests: Evelyn Pyburn (Yellowstone Co. News)

3. **APPROVAL OF MINUTES --- March 7th, 2007 Meeting**

Penny Helms stated that there were 2 guests at the March meeting that were omitted from the minutes.

*** **A motion was** introduced by Doug Dunker to approve minutes of March 7th Board meeting with corrections.

Motion was seconded by Bill Cummins.

Motion to approve minutes passed 4-0.

4. **APPROVAL OF WARRANTS**

Doug Dunker wanted to know what the \$575.00 check to Auto Trim Design was for. The Chief explained that it was for re-stripping of the Suburban. This is the vehicle that the Chief would be driving to represent LFD and it needed to be identified as the Command Vehicle when on calls.

*** **A motion was** made by Doug Dunker to approve payment of warrants.

Motion was seconded by Bill Cummins.

Motion passed 4-0

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

Financial Report

General Fund expenses for March 2007 totaled \$85,124.18 (*ATTACHMENT #1*) and Ambulance expenses (*ATTACHMENT #2*) for March 2007 totaled \$1515.81. The total of the expenses for March 2007 was \$86,639.99.

\$462,401.78 in ambulance payments have been received as of March 31, 2007. Ambulance deposits for March 2007 totaled \$10,447.89. Total Miscellaneous income received in March 2007 was \$6,698.08 the total received for the General Fund July 1, 2006 through June 30, 2007 as of March 2007 was \$65,569.22. (*ATTACHMENT# 3*).

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

A revenue/expenditure report through February, 2007 was provided for the meeting. (ATTACHMENT #4)

A Profit & Loss statement through February, 2007 was also provided (ATTACHMENT #5).

Bank Balances thru February, 2007 was also provided (ATTACHMENT #6)

6. CHIEF'S REPORT

BULLET POINTS FROM CHIEF'S REPORT (ATTACHMENT #7)

- A. Reimbursement for Emerald Hills Fire
- B. Yellowstone County DES fire manager
- C. Assistance to Firefighters Grant (Brush Truck & Ambulance)
- D. Radio System Problems
- E. Finance and Payroll "in-house"
- F. Utilizing County Attorney
- G. Property Tax Exemption Forms
- H. Meeting with County Commissioners Ostlund and Reno (discussed Tax Anticipation Loan)
- I. Meeting with Sheriff's Department Bell and Brennan
- J. Meeting with ExxonMobil, plant manager, fire chief and safety officer
- K. Meeting with AMR manager Jim Webber
- L. Consortium meeting with Chief Jochems and John Staley
- M. Staff Meeting
- N. Grant Request for Extrication Tools
- O. Cost recovery for damaged extrication tools
- P. Larson fillsite – broken tank
- Q. Backlogged maintenance issues
- R. Roofing – Fire Station (bids attached)

Doug Dunker had questions about advertising the Board meetings. The Chief called the County Attorney's office to find out the correct procedure: he was told that we should post a notice 2 days before the meeting in a public place. (ATTACHMENT #8)

The Chief is working with City County Planning on the new Town Pump complex that is proposed for the Lockwood area. It will have 206 truck parking spaces and 152 parking spaces for cars, it will also have McDonald's restaurant.

The Chief asked the permission of the Board to call a meeting with Becky Schmitz of Centsable Accounting to discuss the accounting for the Fire District. Keith Broyles said that would be a good thing to do. The Chief will set up a meeting in the future.

The Chief asked Acorn Technology to supply LFD with a letter stating that LFD would not incur any additional charges due to the problems with the new radio system (ATTACHMENT #9). He considers the problems with the new system to be between Acorn and E.F. Johnson. We are using the old system until the new one is working correctly. E.F. Johnson is flying a tech out to work on the new system.

The Run Report: 46 Calls (ATTACHMENT #10).

There were 46 calls in March 2007.

7. COMMITTEE REPORTS

- A. Volunteers Fire Fighters Report** – (ATTACHMENT #11) Chief Rash had a meeting with the Volunteers on Saturday, March 31. Testing will be held on April 21st at the Lockwood Fire Station.
- B. Career Fire Fighters Report** – The crew is working well with the New Chief and implementing new programs.
- C. Labor & Safety Relations Committee**- N/A
- D. Ambulance Report**- Rob Walker reported on the collections for February, 2007 (ATTACHMENT #12)
- E. Training Report**- N/A

8. OLD BUSINESS

- A. Old Montana Road/ Petrified Tree Pass**- Delet will contact Tony Nave again, about petitions that were submitted to his department.

9. NEW BUSINESS

A. Roof Replacement: The Chief informed the Board of Directors of the bids that we received for roofing of the Station (ATTACHEMENT #13).

*** **A motion was introduced** by Bill Cummins to accept the bid from Rocking JR Company to replace the roof on the Station

Motion was seconded by Doug Dunker.

Motion passed 4-0

10. PUBLIC COMMENTS- None

11. MEETING ADJORNED

*** **A motion was introduced** by Doug Dunker to adjourn the meeting

Motion was seconded by Bill Cummins to adjourn meeting at 8:3*-9 p.m.

Motion passed 4-0

Keith Broyles / Chairman, Board of Trustees

March 7th, 2007
Date

March 7th, 2007

Delet Smart, Administrative Assistant / LRFD

Date

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