

**HYALITE FIRE DISTRICT BOARD OF TRUSTEES
PUBLIC MEETING
MINUTES**

DATE: July 19, 2016 TIME: 7:00 p.m.
PLACE: Sourdough Fire Station, 4541 S. 3rd.
BY: Hyalite Fire District Board of Trustees

Call to Order of Hyalite Rural Fire District by Trustee Kraft at 6:59pm
Members Present: Wyman, Kraft, Tate, Zidack,
Members Absent: Geddes

Staff Members present: Fire Chief-Jason Revisky, Assistant Fire Chief-Brian Nickolay
Bookkeeper/Office Administrator-Rebeka Godfrey

Public Present: Al Lein
Public Comment: None

Consent Agenda

- A motion to approve the Minutes from the June 2016 meeting was called by Trustee Kraft and seconded by Trustee Zidack. Vote was approved unanimously.

Regular Agenda

- Discussion and Decision on Hay Rake Donation
 - Motion to donate hay rake to Grant-Kohrs Ranch, National Park Service in Deer Lodge was made by Trustee Wyman. It was seconded by Trustee Tate and the vote was approved unanimously.
- Discussion and Decision on Transition from Rae/SDF to Hyalite
 - Trustee Wyman added this agenda item in case anyone had any questions.
 - Trustee Wyman wanted to see if we should vote for the record that all the stations retain the same names (i.e. Sourdough, Rae, Cottonwood) instead of Station numbers. Chief Revisky added that signage would still be added that states Hyalite Rural Fire District with the logo in front of all the stations. He is working on getting quotes.
 - Motion was made by Trustee Wyman to keep the stations names the same; it was seconded by both Trustee Zidack and Chairman Kraft. Vote was in favor, unanimously.
 - Chief Revisky said that the apparatus' lettering are being quoted to change to Hyalite Rural Fire District
 - Trustee Wyman requested that Chief Revisky obtain a quote to have Sourdough Station have the metal lettering for the Hyalite verbiage to match the Sourdough Station lettering.
 - Chairman Kraft would like to make sure shirts and name tags are ordered with the new logo for trustees and staff.
- Discussion and Decision on Mutual Aide Agreement with the Forrest Service

- Trustee Wyman made a motion to renew the contract. It was seconded by Trustee Zidack, vote was made in favor unanimously.
- Once we are provided with the new contract by the Forrest Service it will be signed by Chair Kraft and Trustee Tate.
- Discussion and Decision on Rae House Improvements
 - Having a schedule for the residents in the house that pick up shift with other stations or AMR will be easier with a rent based contract.
 - \$300 plus Utilities and if they meet a certain amount of volunteer hours rent could be reduced to \$100.
 - Chief Revisky has 3 volunteers interested in the rent plan listed above.
 - Trustee Zidack asked what the projected cost of improvements were. Chief Revisky said that the estimated cost is about 10k. He also added that the 3 interested volunteers are interested in helping with the labor to help reduce the labor costs associated with renovating the home.
 - Trustee Zidack felt that the 10k estimated expense is worth spending to see how well call response time is for that area as well as give us an idea on what can be done in the future for Capital expenditures. He added that it could help with volunteer retention as well.
 - Trustee Zidack made a motion to give the money to cover the budget to make the repairs to the Rae House. Trustee Wyman asked that the budget presented to the Rae board be added to the minutes. (See attached budget)
 - Chief Revisky added that the budget submitted to Rae was \$7800, however would like to make the budget \$10,000 to cover contingencies.
 - Trustee Zidack updated his motion to include that the budget be approved, but not to exceed \$10,000. It was seconded by Trustee Tate. Vote was made in favor, unanimously.
- Chief Revisky's Report
 - There were no questions about the Chief Report
 - Chief Revisky added that there was recently a fire, in the middle of the day, in the middle of the week, in the summer which is a volunteer fire station staffing "nightmare". Added to the issues were the various local roadway construction zones. Once Chief Revisky confirmed the call was a legit fire he requested a mutual aid Engine from Bozeman Fire. There were two volunteers from Hyalite Fire that lived close by Rae and were able to go to the Rae Station to get an Engine and respond. Transitional Fire Tactics were used by the first on scene (Charlton and Chase of Hyalite Fire). E-2 from Bozeman showed up next with a full crew and between Hyalite and Bozeman Fire Departments they were able to contain the fire to the room of origin.
 - Chief Revisky wanted get the trustees opinion if the carpet placed in the room helped dampen the echo.
 - If it did, there is a carpet fix that could work, Chief Revisky could get a number.
 - Trustee Zidack wanted to know the cost difference between suspended acoustic tiles and the "Flor" carpet solution.
 - Chef Revisky mentioned the issue with suspended acoustic tiles would also add an expense for modifying the sprinkler system.

- Trustee Zidack wanted to know the difference between hard floor and carpeted floor maintenance.
 - Chair Kraft wanted to see what we could do with the walls first to keep maintenance of a community room at a minimum. He didn't want to dismiss the idea of the flooring, but wanted to see other options first.
- Trustee Wyman wanted to see if we could get the other flag boards up to see if that helped as well
- We have transitioned to a Google for Work based email system that meets all of our standards. Chief Revisky gave the board members instructions to set up their accounts
 - Trustee Wyman wanted to make sure that all emails from GoDaddy go to the bookkeeper for retention.
 - Trustee Zidack would like to have his Rae email be forwarded to his Gmail email account for retention in case there are things to be referenced in the future.
- Chief Revisky passed out draft policy manuals to the trustees to review and to be discussed for the next meeting.
 - Trustee Zidack would like to have a board policy created to determine how people can place items on the agenda. It also needs to be determined how an agenda item gets on if the chair refuses.
 - I.E If (3) Trustees agree on an agenda item then it can be added without the approval of the Chair.
- Board Leadership Training
 - Trustee Wyman suggested that Beka go to the training.
- Trustee's activities
 - Chair Kraft had questions for Chief Revisky about pond fire suppression water level minimums and refill requirements. Chief Revisky cannot hold subdivisions to any other standard but what the county standards are and what was engineered by the subdivisions engineers.
- Announcements
 - Next Joint Board Meeting is Tuesday August 16, 2016
- Adjourn
 - Meeting adjourned at 8:54pm

These are draft minutes to be submitted for approval on August 16, 2016