

**HYALITE RURAL FIRE DISTRICT  
BOARD OF TRUSTEES  
JOINT PUBLIC MEETING**

DATE: MAY 29, 2018    TIME: 7:00 p.m.  
LOCATION: Sourdough Fire Station, 4541 S. 3<sup>rd</sup> Rd.  
BY: Hyalite Rural Fire District Board of Trustees

TRUSTEES IN ATTENDANCE:

Walk Zidack, Treasurer  
Chuck Tate, Secretary  
Pete Geddes, Vice Chair  
Nick Shrauger, Trustee  
Justin Miller, Trustee

STAFF IN ATTENDANCE:

Jason Revisky, Fire Chief  
Brian Nickolay, Assistant Fire Chief  
Lonna Braverman, Administrative Assistant

PUBLIC IN ATTENDANCE:

Bob Ogren  
Betty McCoy  
Pat Wilson  
Sandy Taylor  
Dave Kraft

0:00:00	
0:00:06	<b>CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT</b> Trustee Geddes called the meeting to order and reminded the public that the meeting was being recorded.
0:00:15	<b>PUBLIC COMMENT ON MATTERS NOT INCLUDED IN THE AGENDA</b> Trustee Geddes called for public comment on matters not included in the agenda. There was no public comment.
0:00:24	<b>RECOGNITION OF NEW TRUSTEES</b> Justin Miller and Nick Shrauger were introduced as new Trustees. Trustee Geddes called for public comment on Recognition of New Trustees. There was no public comment.
0:00:54	<b>ELECTION OF BOARD OFFICERS</b> Trustee Geddes asked for nominations for President (Chair). <b>Nomination:</b> Trustee Tate nominated Trustee Geddes to assume position of Board Chair <b>Second:</b> Trustee Zidack seconded the nomination No further nominations <b>Vote:</b> Unanimous in favor  Trustee Geddes asked for nominations for Vice President (Vice Chair). <b>Nomination:</b> Trustee Geddes nominated Trustee Tate to assume position of Board Vice Chair <b>Second:</b> Trustee Zidack seconded the nomination No further nominations

	<p><b>Vote:</b> Unanimous in favor</p> <p>Trustee Geddes asked for nominations for Treasurer.  <b>Nomination:</b> Trustee Tate nominated Trustee Zidack to assume position of Board Treasurer  <b>Second:</b> Trustee Geddes seconded the nomination                  No further nominations  <b>Vote:</b> Unanimous in favor</p> <p>Trustee Geddes asked for nominations for Secretary.  <b>Nomination:</b> Trustee Zidack nominated Trustee Tate to assume position of Board Secretary  <b>Second:</b> Trustee Geddes seconded the nomination                  No further nominations  <b>Vote:</b> Unanimous in favor</p>
0:02:57	<p><b>HYALITE CONSENT AGENDA</b>                  Trustee Pete asked for any information that Trustees want removed from consent agenda.                  There were no request to remove items from the consent agenda.  <b>Motion:</b> Trustee Zidack made motion to approve consent agenda  <b>Second:</b> Trustee Tate seconded the motion  <b>Vote:</b> Unanimous approval.</p>
0:03:17	<p><b>Presentation of Firefighters award to Dave Kraft by Firefighters</b></p>
0:06:11	<p><b>Introduction of Staff, Volunteers</b>                  Lonna Braverman listed staff as Jason Revisky/Fire Chief, Brian Nickolay/Assistant Fire Chief, Chris Eaton/Maintenance Captain, and Lonna Braverman/Administrative Assistant.</p> <p>Lonna Braverman listed the new volunteer recruits since the last annual meeting as Michael Buffington, Daniel Lympus, Chase Perry, Collin Rose, Ian Shives, River Sterzick, Connor Killeen, James Marsh, Dunn Fout, and Tracy Echert.</p> <p>There was no Board discussion on the report.                  There was no public comment on the report.</p>
0:07:43	<p><b>Discussion and Decision – Bylaws</b>                  Trustee Geddes suggested that any changes to bylaws be done by committee. Trustee Tate did not know of any changes that were needed. Trustee Shrauger suggested the bylaws should be updated to reflect recording of meeting minutes. Trustee Geddes ask that any Trustee who has suggested changes to the bylaws provide those changes to Trustee Tate, who will bring them to the next Board meeting.</p> <p>There was no public comment.</p>
0:12:14	<p><b>Discussion and Decision – Board Policies</b>                  Trustee Geddes suggested that the Board have a Board work session where Board policies would be reviewed.</p>
0:14:48	<p>Trustee Geddes called for public comment on Board Policies.                  Pat Wilson had 2 comments:</p> <ol style="list-style-type: none"> <li>1. The Board Governance policy refers to an October meeting with a review of Board’s process and performance. At the October 2017 meeting, Trustee Geddes requested a more formal trustee review, possibly in Executive Session. Also, Trustees talked about having a “Meet the Trustees” night. Pat Wilson encouraged the Board to have a more formal process than what they did in October 2017. Along with “Meet the Trustees” with the volunteers, he would like the general public to be included.</li> </ol>

<p>0:16:38</p> <p>0:18:00</p>	<p>2. Travel policy 2017-1 included in the board packet does not match the Travel policy 2017-63 posted on the HRFD website approved by Board on August 8, 2017. He is wondering which of the two policies is correct. He encouraged the discrepancy to be resolved.</p> <p>Trustee Geddes asked that HRFD staff ensure the signed policy is posted on the HRFD website. We will include the topic on the next Board meeting agenda so that the Board and the public is clear on approved Board policies.</p> <p>Pat Wilson made one additional comment that when the Board travel policy 2017-63 was approved, Board members indicated that if there were issues the policy could be revisited. He asked the Board to revisit the 120% of GSA per diem amount paid for meals and incidentals. He went on record to say he does not object to training, he encourages it, but he cannot find any precedent for paying a 20% bonus for travel expenses. He asked if the additional 20% above the GSA standard amount paid to a Board member would fall into the category of miscellaneous 1099 income. He would be willing to ask the IRS. He asked again for the Board to reconsider this item in the Board travel policy, since volunteers that show up at 2:00 in the morning do not get that.</p> <p>No other comment on Board policies.</p>
<p>0:19:41</p>	<p><b>Discussion and Decision – Audit Firm Bids for FY2018 with possible additional 2 year extension</b></p> <p>Trustee Zidack stated an RFP for audit services was sent on May 1, 2018 to six firms – Amatics, Anderson ZurMuehlen, Holmes &amp; Turner, Rudd &amp; Company, Tangaro Lofgren, and Wipfli. We received four proposals – Anderson ZurMuehlen and Wipfli did not submit proposals. All firms had met certain qualifications standards for auditing governmental books. Trustee Zidack summarized the bids from each of the four proposals submitted. Tangaro Lofgren was the low bidder, at \$6,400. He recommended the Board accept the bid from Tangaro Lofgren.</p> <p>Trustee Miller asked which firm had HRFD used in the past. Trustee Zidack answered that Holmes &amp; Turner had provided audit services for the past three years. The cost of the last audit was approximately \$7,800. He also stated Sydni Tangaro of Tangaro Lofgren would be assigned to perform the audit work for us, and she has about 20 years of experience and previously worked for Holmes &amp; Turner. Chief Revisky stated Sydni Tangaro had performed an audit for the HRFD when she worked for Holmes &amp; Turner.</p> <p><b>Motion:</b> Trustee Tate made motion to accept bid from Tangaro Lofgren  <b>Second:</b> Trustee Zidack seconded the motion          There was no public comment  <b>Vote:</b> Unanimous approval.</p>
<p>0:25:21</p>	<p><b>Board Presentation and Discussion of Current and Possible Future District Finances, Issues, and Concerns</b></p> <p>Trustee Zidack stated this is an open discussion, the topic is a requirement in the Bylaws that it be on the annual meeting agenda. He has no specific information to present, but believes it's an opportunity for the Board to get together to discuss visioning and any changes to governance policy or other polices to be consistent with that visioning.</p> <p>Trustee Geddes he would like to have a work session between the regular Board meetings – public would be invited but there would be no public comment. The governance policy should definitely be reviewed, and also defining a vision and multi-year goals for the Department. He will distribute information to the other Board members and Jason tomorrow on a process that he has used in his current company.</p> <p>Trustee Shrauger stated he thinks the ideas of Trustee Geddes are excellent. He also stated that intent of the Bylaws for this particular agenda item was the Board Chair would give a “state of the district” report a</p>

	<p>presentation of things that might come up that the Board might need to do or look at or whatever. The annual meeting in May is where the public has a chance to hear from the Board on their vision.</p> <p>Trustee Geddes believes there should be a specific Board meeting for a “state of the district” report, that being the only agenda item.</p> <p>Trustee Shrauger stated he is looking for ways to reach out to the public to give them an opportunity for a full understanding of what issues may be coming up. He supports having a separate “state of the district” meeting as Trustee Geddes suggested.</p> <p>There was no public comment.</p>
0:33:46	<p><b>Chief Revisky Report</b>  Update on new rescue truck. He and Assistant Chief Nickolay will likely to go to the factory in Appleton around the end of July to do the final signing. Until that point, there is no penalty or extra charges for changes. They will settle on the details, sign the contract. He is hoping for March 2019 for taking delivery of the new vehicle.</p> <p>Firefighters reported to a structure fire on Calico Drive – started in dumpster outside next to building, burned up into roof structure. Firefighters did a phenomenal job of stopping it in the roof structure, prevented smoke damage in adjacent business. Building owners were very pleased with the work. Mutual aid departments assisted and did a great job – Bozeman Fire, Central Valley Fire, Fort Ellis Fire, Gallatin Gateway Fire.</p> <p>On past Sunday night, had a car rollover and fire on Cottonwood – we responded as mutual aid to Gallatin Gateway. We are in their automatic aid for vehicle accidents in that zone since we are closer. Crews did a great job of quickly suppressing the fire.</p> <p>Had one early season grass fire, no water rescues.</p> <p>Trustee Shrauger went by the Harn House [Rae House at 5400 Gooch Hill Rd.] and saw a fire truck next to the brush pile being burned. He stated it looks better with the brush pile gone.</p> <p>No public comment</p>
0:38:38	<p><b>Trustees' Activities</b>  <b>Committee Work for Wage Evaluation</b>  Trustee Zidack stated there was discussion at last meeting of looking at merit pay, COLA. The committee [Trustee Zidack, Trustee Geddes, and Chief Revisky] should get together before next meeting.</p> <p>Chief Revisky will send a meeting invitation for Trustee Zidack and Trustee Geddes.</p> <p>No Board discussion.  No public comment.</p>
0:40:05	<p><b>Announcements</b>  Next Board meeting will be held Tuesday, June 19, 2018 at 7:00pm.</p> <p>Board working session – vision and goals workshop -- will be held Tuesday, June 26, 2018 at 7:00pm</p> <p>Both meetings will be posted. At the Board working session no decisions will be made. It is designed for the Board to advance their knowledge and understanding. The public is welcome to attend, but should have no expectation of making comments.</p>
0:42:20	<p><b>Meeting Adjourned</b></p>

