

Gallatin River Ranch Rural Fire District
Board of Trustees Meeting
 Date: 11/27/18 Time: 0800 hr
 AmeriMont Real Estate, Conference Room
 102 West Main Street, Manhattan, MT

Present: Presiding officer: Sue Piechowski. Secretary: Barbara Mack
 Trustees present: Spencer Millimen, Richard Anderson
 Others present: Chief Marlin Sprow, Executive Assistant John Andrews

Quorum established and meeting was called to order at: 0802 hr

Public Comment: No members of the public were present.

Agenda Topic	Background	Discussion	Resolution/Follow-up
Approval of Minutes	Minutes of the 10/16/18 meeting were presented to trustees prior to the meeting by email.	Minutes are reviewed and discussed	Motion to approve by: Millimen Seconded by: Piechowski Approved: unanimous
Treasurer's Report	Profit/Loss statement and balance sheet presented.	Treasurer's report discussed. Data for September and October were available and were discussed.	Accepted
Fire Chief's Report	Fire Chief's report was distributed to trustees prior to the meeting.	Chief's report discussed. Vehicle DOT inspections were done. The tires on the T-11 need replacement, but the matter of what to do with T-11 and meeting our tender needs requires further discussion first.	The Chief's report is filed.
Chair's Report	No new news on legal matters. One resident made a complaint but it cannot be addressed without specific	Attorney Dinwiddie corresponded with the complainant and requested specific information to better understand the complaint. Implementation of 24/7 EMS education and monthly EMS training were	The Chair's report is filed.

	information he didn't furnish.	discussed. Implementation of Active 911 discussed.	
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Unfinished Business

Agenda Topic	Background	Discussion	Resolution/Follow-up
Reserve Update	Reserve participates in monthly vehicle inspections. Spencer Millimen will initiate reserve specific training every other month starting in December.	Discussed specifics	Information only; no action needed.
EMS Update	QRU/EMS inspection last month. License will upgrade to "Non-transporting BLS with authorization for ALS".	Discussed	Information only; no action needed.

New Business

Agenda Topic	Background	Discussion	Resolution/Follow-up
Inspection of Chief's house	The chief's house is subject to a yearly inspection.	Barb Mack will arrange a time to inspect the house with the Chief.	Information only; no action required.
Memorandum of Agreement with GRRHOA.	A MOA is proposed to cover storage of district assets in the GRRHOA maintenance building, for the use of that equipment, and for the use of the facility by GRRRFD. This is needed to have a clear understanding of these joint uses and activities going forward.	A proposed MOA was developed along the lines of the one that already exists between GRRHOA and GRRRFD regarding the HOA water tender. This was distributed to GRRRFD BOT members prior to the meeting for review. The matter was discussed and questions were answered. The MOA was also sent to the GRRHOA president for initial review.	Motion to approve by: Millimen. Second by: Anderson. Approved with unanimous vote.
Strategic Plan: Overall	The previous strategic plan adopted by the BOT in March, 2015 was presented.	Fundamentals of strategic planning are discussed. The GRRRFD does not currently have a mission statement or a statement of	Information only; no action required on the overall plan. The appointment of BOT

	<p>Many of the goals of that plan have been accomplished. Two were not: the replacement of T-11 and consideration for a new fire station. In addition to accomplishing those goals, the district and department have changed significantly since the last strategic plan, so a review and new plan appear to be appropriate.</p>	<p>core values or guiding principles. A proposal was put to the BOT to consider for discussion and possible adoption at the next meeting. We discussed the need to consider near/short-term, medium-term, and long-term matters in the new strategic plan. Some of the near/short-term matters are clear, others will depend on the relationship GRRRFD develops with Manhattan RFD. The matter of Board member oversight in various areas is discussed and will be done as follows: Piechowski: overall FD function. Kampfe: Fiscal/treasurer Mack: Auxiliary Millimen: Reserve Anderson: Facilities/maintenance.</p>	<p>overseers is done by acclamation without a specific motion.</p>
<p>Strategic Plan: Near-term</p>	<p>Needs and plan for the upcoming year</p>	<p>Needs in this area include things like new tires on T-11 and the F800, new SCBA (either entire new units if the AFG regional SCBA grant being sponsored by Central Valley Fire, at a cost of around \$4,500, or air cylinder replacement if the grant is not successful, at a cost of between \$9,000-10,000). We need to address the tender issue either with a new tender, modification of the F800 to a proper tender (which is more financially realistic), or the possibility of placing a Manhattan tender here as discussed by the Manhattan chief (though this is just a possibility, not a proposal). Short-term, we also have to consider work</p>	<p>Information only; no action required at this time. If we need to look at the cost of upgrading the F800 to a tender and decide regarding new tires on the T-11, a special meeting of the BOT may be required before the next scheduled meeting.</p>

		needed in the “old shop” to make it a functioning fire station.	
Strategic Plan: Medium-term	Needs and plan for next 2-4 years	The tender matter may tie over into this timeframe. The matter of the relationship between GRRRFD and Manhattan RFD will require work in this timeframe. A more specific timeline with goals and milestones needs to be developed.	Information only; no action required at this time. All trustees agree that further discussions and meetings with Manhattan need to be arranged.
Strategic Plan: Long-term	Strategic plan for the next 5 years.	The implementation of the relationship with Manhattan should take place within the next 5 years, likely sooner. The GRRRFD needs to look long term at apparatus that will outdate and facilities. However, these matters depend on the relationship GRRRFD works out with Manhattan, and therefore cannot be predicted at this time.	Information only; no action required at this time. The medium- and long-term components of the strategic plan will be discussed further at the next regular meeting with the goal of approving a plan proposal at that time.

Date, time and location of next meeting: 1/15/19 at 0800 at the new GRRHOA maintenance building conference room located at 5770 Nixon Gulch Road.

Announcements: GRRFD will be hosting the Gallatin County Fire Council in March. Manhattan has agreed to allow us to use their fire station for the meeting, given the difficulties other fire council members had in finding the GRRRFD station in the past. GRRRFD will be responsible for hosting, including provision of food and refreshments.

Adjourned: 0950 hours.

Susan M. Piechowski, Chairman

Date

Barbara J. Mack, Secretary

Date

[These minutes were approved on 1/15/19, a signed copy is on file in the Gallatin County (MT) Clerk and Recorder’s Office]