

**Gallatin River Ranch Rural Fire District
Board of Trustees Meeting**

Date: 7/17/2019, Time: 1800 hr

Gallatin River Ranch HOA Maintenance Building Conference Room
5770 Nixon Gulch Road, Manhattan, MT

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

Quorum established and meeting was called to order at: 1802 hr

Public Comment: Tom Mack asked about the general financial status of the District but didn't require a detailed answer. Chair Millimen discussed this with Dr. Mack, who was satisfied with the response. The monthly financial reports are available on the grrrfd.org website for his reference.

Agenda Topic	Background	Discussion	Resolution/Follow-up
Approval of Minutes	Minutes of the 6/19/2019 meeting were presented to trustees prior to the meeting by email.	Minutes are reviewed and discussed	Motion to approve: Piechowski Seconded: Millimen Approved on unanimous vote
Treasurer's Report	Profit/Loss statement and balance sheets are not available yet for June or the year end, due to the County not getting these data to the bookkeeper yet.	Piechowski presented the expenses for the past month. Upcoming expenses are discussed with Sprow and Andrews. There is no formal report to submit or vote upon beyond that discussion.	No formal report due to the lack of county data. The expense summary and explanation were accepted.
Fire Chief's Report	Fire Chief's report was distributed to trustees prior to the meeting.	Chief's report discussed. This included a review of FY training hours, and a facilities update.	The Chief's report is filed.

Unfinished Business

Agenda Topic	Background	Discussion	Resolution/Follow-up
Fundraising Update	A fundraiser is proposed to begin this fall. The goal is to raise funds for a new fire station. Ken Weskamp has offered to provide marketing and logistical support to this effort.	No new information. The Board agreed that next meeting is the time to start to plan this effort. Millimen stated, and the others agreed, that the District should do a yearly fundraiser, though the format may differ from year to year.	Will invite Ken Weskamp to the next meeting to carry on with the planning for this year's fundraiser.
Manhattan Discussions	The relationship between GRRFD and MVFD is the subject of ongoing discussions.	Andrews met with MVFD Chief Ulmen and reviewed progress on discussions and thoughts about a new fire station. Possible sites for a station were viewed in a brief drive-through.	Sprow and Andrews will meet again with Chief Ulmen for further discussions on 7/22/19. The Board does not think it is time for both boards to meet yet.
New Station	GRRFD is either one of the only or the only fire departments in Montana without a station which is adequate to house its apparatus. A new station is necessary. The details of topography and property ownership preclude adding to Station 1.	Sprow, Andrews, and MVFD Chief Ulmen have ongoing discussions regarding this topic. Andrews visited Bridger Canyon and Hyalite fire stations since the last meetings and is reaching out to other departments in the valley to tour their facilities and discuss their experiences regarding stations. Andrews met with the GRRHOA Board last month, at the request of the GRRRFD BOT, and a new station was among the topics he discussed at the meeting.	This is an ongoing matter and information will be presented at upcoming meetings. Central Valley Fire offered tour of one or more if its substations. Board members are invited if interested.
Vaccination and volunteer health policies.	Volunteers are required to provide vaccination records and the department is required to provide the vaccinations required by	Andrews is gathering information still and does not have a policy ready for review. He is surveying other departments in Gallatin County regarding their policies and practices.	This is for information only; no action is required at this meeting.

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	CDC and other entities for EMTs and volunteer firefighters. The district has not required or provided medical examinations for volunteers in the past. These matters are under review by the medical officer.		
Johnson Payment Response.	The BOT approved a proposal to allow former Chief Ross Johnson to delay full payment of the debt he owes GRRRFD at the last BOT meeting.	Andrews communicated the Board's decision to attorney Dinwiddie. She stated she would draft a letter to Johnson and follow up on the matter with him.	For information only; no action required at this meeting.
Reserve Update	Reserve activities are reviewed at each meeting.	Reserve members have participated in the monthly vehicle inspection and helped with the hose testing/cleaning in June and in Station 2 cleaning this month.	For information only.
Auxiliary Update	Auxiliary activities are reviewed at each meeting.	There has been no auxiliary activity in the past month.	For information only.
Facilities Update	Facilities activities not otherwise covered in the Chief's Report are reviewed at each meeting.	The facilities updates were all covered in the Chief's Report	For information only.
Disposition of surplus equipment	A number of items in the inventory are considered surplus. The BOT examines the matter of disposition of this equipment at each meeting.	Discussed. The GRRHOA is still evolving its snow clearing plans and any action on the F800 is on hold pending their decision. The 4000-gallon white water tank and the generator could both be used with a new fire station and will be kept for that reason. Three Forks Fire is still interested in the wildland skid unit.	For information only.

New Business

Agenda Topic	Background	Discussion	Resolution/Follow-up
GRRRFD Report to GRRHOA Annual meeting.	The GRRRFD Board gives a short presentation at the GRRHOA Annual Meeting each year. Usually this is given by the Chair or his/her designate.	Spencer Milliman probably won't be able to attend the HOA Annual Meeting. The other board members and Chief Sprow prefer to have Andrews do the presentation on their behalf. Andrews agreed and will submit an outline to Millimen for approval.	Andrews will do the presentation following an outline Millimen approves.
Sue Wassersleben application for compensation for EMT course expense.	Reservist Wassersleben is interested in becoming an EMT. She has asked the BOT to consider support for her course expenses at one of the local EMT courses.	The Board discussed this and is willing to reimburse Wassersleben for the course expenses in return for a two-year commitment to serve as an EMT with GRRRFD. Board asked Sprow and Andrews to clarify the active vs reserve status of individuals who work as EMTs but not firefighters.	Motion to approve: Millimen. Seconded: Mack. Approved by unanimous vote. Sprow and Andrews will review SOPs regarding active vs reserve status for members who are EMTs but not firefighters.
Insurance Change.	Continental Western is no longer providing insurance to Montana fire fighting organizations. Central Insurance has informed Andrews that VFIS will be the only provider available after GRRRFD's insurance plan ends in September.	The matter is discussed.	Central Insurance will be invited to attend the next BOT meeting and present the policy and any proposed changes as well as costs.
Mariana de Maille volunteer application.	Mariana de Maille will be living in the district for the forthcoming year and has applied to volunteer as an EMT. She is mulling over	She has completed an EMT program and is registered by the NREMT and is applying for her MT State EMT license. Sprow, Weskamp, and Andrews have met with her and a background check is pending.	Information only. Volunteer membership is determined by the Chief and officers.

	the possibility of serving as an active firefighter vs EMT only.		
Fire Department and District breakfast on 8/10/19 prior to GRRHOA meeting	Last year the GRRFD presented a pancake breakfast on Sunday morning of the HOA annual meeting weekend. It grossed more in contributions than expenses and was well-received. A proposal to repeat this went to the GRRHOA Board, but they requested the GRRRFD consider a similar breakfast, but to do it between 9-10 am on 8/10/19 prior to the GRRHOA Annual meeting.	The matter is discussed. A motion is made to have GRRRFD sponsor a pancake breakfast for the community with no cover charge. HOA members will be notified by the GRRHOA Board in their announcements. Contributions will be strongly encouraged, and a donation boot will be present on the food line. Pancakes (both standard and gluten free—courtesy of Gluten Free Prairie), sausages, pastry, coffee, water and orange juice will be the main fare. An area will be mowed in front of the venue and GRRFD vehicles will be parked in that location to both show the apparatus and give attendees a “visual” of a possible fire station location.	Motion: Millimen Second: Piechowski Approved by unanimous vote.

Date, time and location of next meeting: Wednesday, 8/21/19, starting at 1800 hours at the GRRHOA Maintenance Building Conference Room

Adjourned: 1923

Spencer Millimen, Chairman

Date

Barbara J. Mack, Secretary

Date