

**Gallatin River Ranch Rural Fire District  
Board of Trustees Meeting**  
Date: 4/13/2022 Time: 1600 hr  
GRR Equestrian Center Tack Room  
725 Equestrian Center Loop Road, Manhattan, MT

Present: Presiding officer: Chair Spencer Millimen  
Trustees present: Vice Chair Richard Anderson, Secretary/Treasurer: Sue Piechowski, Rick McCourt; Wendy Ward absent  
Others present: Executive Assistant John Andrews

Quorum established and the meeting was called to order at: 1557 hr

Public Comment: No members of the public were present

| Agenda Topic        | Background   | Discussion   | Resolution/Follow-up   |
|---------------------|--|--|--|
| Approval of Minutes | Minutes of the 2/16/22 and 3/13/22 meetings were presented to trustees prior to the meeting by email.      | Minutes are reviewed and discussed   | Motion to approve by: Millimen<br>Seconded by: Anderson<br>Approved on unanimous vote  |
| Treasurer's Report  | Profit/Loss statement and balance sheets from January are presented. The March check register is presented | Treasurer's report discussed.  | Approved by acclamation  |
| Fire Chief's Report | Fire Chief's report was distributed to trustees prior to the meeting.                                      | Chief's report discussed.<br>Vehicle logs are available for Trustees to review at any time; they are kept in Station 1 and Station 2.<br>The GRRHOA approved its participation in Nixon Gulch Cleanup Day. | The Chief's report is filed.<br>Nixon Gulch Cleanup Day is tentatively scheduled for Wednesday 5/4/22, depending on weather. |

## Unfinished Business

| Agenda Topic                                 | Background  | Discussion  | Resolution/Follow-up   |
|--|---|---|--|
| Water Access Project                         | Water access is being developed at Castle Rock Pond and Mossy Rock Pond.  | The GRRHOA Board will approve the MOA the GRRRFD Board sent them as long as a modification to require GRRHOA approval of any signage at the sites. New language was added to that effect and is read to the Trustees. McCourt moved that the BOT approve the modification.      | Motion: McCourt<br>Second: Anderson<br>Approved by unanimous vote  |
| Fire Station Project                         | The construction of a new fire station is an ongoing project. The Board is updated each month on project progress | McCourt reviewed his discussions with contractors Penny and Taylor. Penny is waiting on bids from his subcontractors.   | For information only.<br>A working group of McCourt, Sprow, Andrews, and Millimen will meet in about 2 weeks to review areas that can be cut or modified to economize. |
| Manhattan Discussions.                       | The relationship between GRRFD and MVFD is the subject of ongoing discussions.                                    | No new discussions since the last meeting.  | For information only.  |
| Grant Application Update                     | Grant applications are discussed.   | Two thermal imaging cameras and two sets of pi-lit sequential road flares were purchased with the MLGPA grant and are deployed on E-11 and B-11-1. The RFC grant is open and we will purchase two chainsaws and associated equipment and will consider other covered equipment. | For information only.  |
| Community Wildland Fire Preparedness Project | This project was formalized in March 2021. It is an ongoing project to help                                       | The first assessment of the year has been done. The committee is the same as last year. Announcements of the availability of  | For information only   |

## GRRRFD BOT Minutes from: 4/13/2022

|                                  |  |  |                       |
|----------------------------------|--|--|-----------------------|
|                                  | prepare the community to mitigate risk and prepare.  | assessments will occur in the Monthly Safety Tips emails and on the website.   |                       |
| Reserve Update                   | Reserve activities are reviewed at each meeting  | No new activity. A organizational meeting will take place in the next month or so  | For information only. |
| Auxiliary Update                 | Auxiliary activities are reviewed at each meeting  | Three members of the auxiliary met with Andrews to tour the stations and discuss activity for the coming year. Andrews will meet with the other three members later. | For information only. |
| Facilities Update                | Facilities activities not otherwise covered in the Chief's Report are reviewed at each meeting.  | No new activity.   | 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  | For information only. |

## New Business

| Agenda Topic                  | Background  | Discussion   | Resolution/Follow-up   |
|-------------------------------|---|--|--|
| Chief's Annual Review.        | All Trustees evaluate the Chief's performance each April. Written performance reviews were distributed to the Trustees in advance of the meeting and are collated at the meeting. | The Trustees are satisfied with the Chief's performance over the past year. All ratings were 5/5.            | The Trustees discussed their review with Chief Sprow who was given an opportunity to review the final tally and sign the evaluation sheet. |
| Preliminary Budget Discussion | Yearly budget review begins each April.   | The budget for FY 23 is due on 5/27/22 and will need approval at the next meeting. The process is discussed. | Ward and Andrews will look at the actual expenses and then create a budget according to Gallatin County Standards.                         |

Date, time and location of next meeting: Wednesday, May 11, 2022 beginning at 4 pm  
Announcements: None

Adjourned: 1708 hr

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| Spencer Millimen, Chairman | Date | Susan M. Piechowski, Secretary | Date |
|----------------------------|------|--------------------------------|------|