

**Gallatin River Ranch Rural Fire District  
Board of Trustees Meeting**  
Date: 5/17/23 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, Wendy Ward, Rick McCourt  
Others present: Executive Assistant John Andrews, Chief Marlin Sprow

Quorum established and the meeting was called to order at: 1600 hours

Public Comment: No members of the public were present.

Agenda Topic	Background	Discussion	Resolution/Follow-up
Approval of Minutes	Minutes of the 41923 meeting were presented to trustees prior to the meeting by email.	Minutes are reviewed and discussed	Motion to approve by: Anderson Seconded by: McCourt In favor: Millimen, Anderson, Piechowski, Ward, McCourt. Opposed: none
Treasurer's Report	Profit/Loss statement and balance sheets from March are presented. The April 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. Chief Sprow has been able to find a person who wants the white water tank in exchange for a donation to the GRRRFD. We will need to arrange DOT inspections of B11.1 and QRU 11	The Chief's report is filed.

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		outside our usual routine; the Chief will make these arrangements.	
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## Unfinished Business

Agenda Topic	Background	Discussion	Resolution/Follow-up
Fire Station Project	The construction of a new fire station is an ongoing project. The Board is updated each month on project progress.	The fire station is finished except for a major fix that will require removal of the improperly installed trench drains and reinstallation of new ones. This will require cutting an 8-in margin of the concrete around each drain, installation of new bedding and drains, and replacement of the concrete removed. Williams Plumbing is responsible for this repair and has provided us with no schedule. The grand opening and ability to relocate the department to this station is delayed due to this plumbing installation error.	Rick McCourt is following through on the plumbing repair and has expressed the need to move forward with this repair on a timely basis.  The timing of a public grand opening and the actual move of equipment are on hold pending the plumbing repairs.
Manhattan Discussions.	The relationship between GRRFD and MVFD is the subject of ongoing discussions.	This was moved to the end of the meeting but will be reported here. Attorney Dinwiddie has received the opinion of the MT State Department of Revenue on the tax mill rate aggregation. A worksheet was provided to the Trustees showing the aggregation. To generate the same tax revenue both districts received in 2023, the aggregate mill rate will be 80.16. This is 9.16 mills greater than Manhattan's 71 and 26.12 mills less than GRRRFD's 106.28.	The trustees discussed the mill rate aggregation. Spencer Millimen will call Chief Ulmen to discuss the matter to see if this would be acceptable to Manhattan. If not, the matter of reducing the overall budget to minimize or nullify the effect on Manhattan has been discussed.
Grant Application Update	Grant applications are discussed.	Andrews completed the department's application for a floating portable water pump on the RFC grant. The County informed him they have such a pump and	For information only.

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		will give it to GRRFD. This Hale Chief II pump will meet GRRFD's needs and Andrews will pick it up next week. The department will not make an application for additional grant funds since the pump will complete the department's outstanding wildland firefighting needs.	
Community Wildland Fire Preparedness Project	This project was formalized in March 2021. It is an ongoing project to help prepare the community to mitigate risk and prepare.	No risk assessments have been requested in the past month. Monthly tips to all GRRRFD property owners include wildland fire preparation and mitigation information. Information is also available on the GRRRFD website. Andrews has provided Saddle Peak property management with a PDF copy of the current Montana Wildland Fire Preparedness Guide to email to all GRRRFD property owners and is provided to new property owners with the HOA Welcome Packet.	GRRRFD will continue to promote wildland fire awareness by multiple means by direct contact with district residents, provision of risk assessments, and direct action via the Nixon Gulch Cleanup Day.
EMS Update	EMS activities are presented to the BOT.	Hands-only CPR training for the community will take place next week.	For information only.
Reserve Update	Reserve activities are reviewed at each meeting.	No new information.	For information only.
Auxiliary Update	Auxiliary activities are reviewed at each meeting.	No new information	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.
Fundraiser Update	The New Station Fundraiser is ongoing and results are reported at each meeting.	No new donations were made in the past month.	For information only.

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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.	Chief Sprow has found a person who will take the white water tank located near Station 2 in exchange for a donation to GRRRFD.	For information only.
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## New Business

Agenda Topic	Background	Discussion	Resolution/Follow-up
Receive new Trustees	Newly elected Trustees are welcomed to the Board at the meeting following the May Trustee elections.	Wendy Ward and Susan Piechowski were elected to three year terms by acclamation.	Ward and Piechowski are welcomed back to the Board. They have each received copies of the oath of office which must have a notarized signature and be filed with the GC Elections Office. Andrews requests a copy of the signed document for GRRRFD records.
Election of Officers	Officers are elected at the May BOT meeting each year after new Trustees are welcomed.	The officer roles are discussed. Current officers are willing to continue in their roles. Ward and McCourt are fulfilling other non-officer roles that are equivalent in work to being an officer and are not interested in additional responsibilities. A motion is made to elect Millimen as Chair, Anderson as Vice Chair, and Piechowski as Treasurer.	Motion: Millimen Second: McCourt In favor: Millimen, Anderson, Piechowski, Ward, McCourt. Opposed: none. The motion passes.
Recognition of Ken Weskamp's service to GRRFD	Ken recently resigned.	The BOT discussed how to recognize Ken's service as Assistant Chief and Training Officer.	The BOT signed a letter of thanks and directed Andrews to arrange to have a plaque made to thank Ken for his service.

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Budget for FYE 2024	A budget proposal for FYE 2024 (7/1/23 - 6/30/24) was prepared by Ward and Andrews. This budget has been sent to Trustees in advance of the meeting for review.	The proposed FY 2024 budget is reviewed and discussed. Income and expense estimates and the budget process and its requirements are reviewed in detail. A motion is made to approve the FY 2024 budget as presented.	Motion: Millimen Second: McCourt In favor: Millimen, Anderson, Piechowski, Ward, McCourt. Opposed: none The Motion is approved. All Trustees signed the budget for submission. Andrews will make the submission.
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Date, time and location of next meeting: 6/21/23 starting at 4 pm at the GRREC Tack Room

Adjourned: 1713 hr.

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Spencer Millimen, Chairman

Date

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Susan M. Piechowski, Secretary

Date