

**Hebgen Basin Fire District**  
**Board Meeting Minutes**  
**September 14, 2022**

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Meeting was called to order at 6:00pm

**Board Members Present:** Kyle Goltz, Ken Davis, Mike Gavagan, John Costello, Skip Morris

**Also in Attendance:** Marshal Holtom, Abbie Holtom, Beverly Holtom, Sharron Josephson, Lindsey Holtom, Payton Holtom, William Polansky, Kayla Wilson, Braya Hutton, Giselle Hansen

**Recorder of Minutes:** Lindsey Charlton

**Public Comment:** none

**Approval of Minutes for August 09, 2022 Regular Board Meeting:** Mike Gavagan motioned to approve minutes as written. John Costello Seconded. All in Favor. Motion passed.

**Approval of Claims/Deposits:** John Costello motioned to pay claims as presented. Skip Morris Seconded. All in Favor. Motion passed.

**Chiefs Report:** See Attached

**New Business**

**Swearing in of Firefighter/Paramedics Arnie Christensen and Payton Holtom**

Arnie Christensen did not attend meeting.

Chief Grube gave a speech about Peyton's accomplishments and what it means to be a firefighter. Kyle Goltz performed the swearing in ceremony and the board congratulated Payton.

**Review and Approval of District Policies**

Kyle Goltz requested that Policy 117 be added to the agenda for next month for Board approval.

**123 Hebgen Basin Fire Scholarship Program**

The Board agreed the policy number in header needs to be corrected from 101 to 123. Skip Motioned to adopt Policy 123 Hebgen Basin Fire Scholarship Policy with one correction. John Costello Seconded. All in Favor. Motion Passed.

**124 Excess Property Policy**

The board requests the following changes:

Add a period at the end of line 3.

Add a comma on line 6 after the word approval.

Add the word Rural in line after Basin in #5.

John Costello motioned to approve Policy 124 Excess Property with corrections. Mike Gavagan Seconded. All in Favor. Motion Passed.

**125 Public Safety**

Board agreed to add a comma after the word response in line 8. John Costello motioned to approve policy 125 Public Safety correction. Skip Morris Seconded. All in Favor. Motion Passed.

**126 Accident and Injury Investigation Policy**

Board agreed to change the words Duty Officer to Fire chief, Assistant chief or Designee in line 1 and add "a" in front of recommendation in line 7. Skip Morris motions to approve Policy 126 Accident and Injury Investigation Policy with corrections. John Costello Seconded. All in Favor. Motion passed.

**127 Facial Hair Policy**

Board agrees to add a period after Fire Chief in the last line. John Costello motioned to approve policy 127 Facial Hair Policy with one correction. Mike Gavagan Seconded. All in Favor. Motion Passed.

**128 Hebgen Basin Fire District Subdivision Policy**

Board agree to add the word Rural in Line 1 and add the word Rural in the header at the top of the page. John Costello motioned to approve Policy 128 Hebgen Basin Fire District Subdivision Policy with changes. Skip Morris Seconded. All in Favor. Motion Passed.

**129 Ambulance Billing Policy**

Board agrees to the following changes:

On page 3, third bullet point add "to" after the word previous.

Add a comma in appropriate place for all dollar amounts in policy-4 places total.

Change the word travelers to travel in the last sentence of the section titled Charges billed to insurance Company.

Mike Gavagan motioned to approve policy 129 Ambulance Billing Policy with a total of 6 corrections. John Costello seconded. All in Favor. Motion passed.

**130 Public Comment Policy**

Board agrees they need to ask for public comment after they discuss items on the agenda.

Mike Gavagan Motioned to approve policy 130 Public Comment Policy as written. John Costello Seconded. All in Favor. Motion Passed.

**Next regular meeting:** 10/11/2022 at 6pm.

**Meeting adjourned:** 7:03