

**Hebgen Basin Fire District**  
**Board Meeting Minutes**  
**June 13, 2023**

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Meeting was called to order at 6:02 pm

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

**Also in Attendance:** Shane Grube, Braya Hutton, Cyrus Cannon, Cassandra Mitchell, Kenny Jones, Peyton Appell

**Recorder of Minutes:** Lindsey Charlton

**Swearing in of Board Members:** Lindsey Charlton swears in Skip Morris as Board member

**Election of Board Positions:**

**Chair:** Mike Gavagan motioned to keep Kyle Goltz as chair. Skip Morris Seconded. All in Favor. Motion Passed.

**Vice Chair:** Kyle Goltz motioned to nominate Mike Gavagan as Vice Chair. Skip Morris Seconded.

**Secretary:** Mike Gavagan motioned to nominate John Costello as Secretary. Skip Morris Seconded. All in Favor. Motioned passed.

**Public Comment:** none

**Approval of Minutes for May 09, 2023 Regular Board Meeting:** Mike Gavagan motioned to approve minutes as written. John Costello Seconded. All in Favor motion passed.

**Approval Claims/Deposits:** John Costello motioned to approve claims as presented. Mike Gavagan Seconded. All in Favor motion passed.

**Chief's Report** see attached

**New Business**

**Ambulance Write-off's**

Chief reviews the call type and amount for the write offs. Mike Gavagan Thanks the Staff for doing a great job with collecting Patient information this year. Ken Davis motioned to approve this year's ambulance writes offs in the amount of \$79,649.63. John Costello seconds. All in Favor. Motion passed.

**2023-24 Budget**

Chief asks board to look at last month's budget print out, anticipated revenues and expenses are still the same. Chief reviews high points and touches on a few things, county hasn't sent May and June reports yet. Ambulance revenue should be higher once we enter May and June data, contract with the town will be the same amount. Chief pointed out a few updates made under capital improvement as he added extra funding for new server, replace roof at station 3 and set aside funding to rebuild or replace and Ambulance. Anticipated budget will be 3,320,831.00.

**Adopt 2023-24 Draft Budget**

Mike Gavagan Motioned to adopt draft budget as presented. Ken Davis Seconded. All in Favor. Motion passed.

**Approve Union Raise Increase as per Contract**

Chief request Board approval to increase Union staff wages as per the union contract. Mike Gavagan motioned to approve the Union Staff Pay raise as agreed upon in the current Union contract. Ken Seconded, All in Favor. Motion Passed.

### **Approve Non-Union Raise Increase**

Chief request board approval to give non-union staff a 3% raise. Back in December Chief came to board for raise for Lindsey's position but it does not meet the same standards as the town staff. Chief asks for 6% raise for Lindsey's position to get to the mid-point on the current pay scale for her position.

Mike Gavagan motioned to approve the 3% wage increase for chief and Assistant Chief matching the union staff, and increase Lindsey's position to 6% for mid-point. Ken Davis Seconded. All in Favor. Motion Passed.

### **Approve Purchase of New Pagers**

Chief requests board approval to purchase new pagers. The current pagers are VHF only and hitting the end of their lifespan. With new radio system coming online we will need to purchase 15 new pagers. The market rate for pagers is \$730.00 each. Dunn Communications is the vendor for the new countywide radio system and they are able to give the District a discounted rate. Mike Gavagan motioned to approve purchase of pagers.

Skip Morris Seconded. All in Favor. Motion Passed.

### **Approve Reroofing of Station 3 bid**

Chief requests board approval to replace the roofing on station 3. The current roof is coming apart on the North side and needs to be replaced. Chief received 3 bids and would like to go with shingled roof option. The bid from John Clemmons Roofing includes tear off and install for \$29,500.00. Ken Davis motioned to approve the bid for \$29,500.00 from John Clemmons Roofing. John Costello seconds. All in Favor motion passed.

### **Server Replacement Options**

Chief presents board with three different options for server replacement. The Districts current server is past allowed shelf life and needs to be replaced by October. Chief is hoping to stay away from a cloud type of platform and Seth with Computer Foundations is currently waiting for a quote from Dell for replacement server to provide district with firm costs.

### **Meeting adjourned: 7:05**

Next meeting Thursday July 13<sup>th</sup> @ 6pm