

Hebgen Basin Fire District

Meeting Minutes

April 14, 2020

Meeting was held online and called to order at 1801 hrs.

Board Members Present: Ken Davis, Gay McBirnie, Kyle Goltz, Mike Gavagan

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Brad Wittrock, Jeremy Gallagher, Jason Gras, Will Polansky

Recorder of Minutes: Lindsey Charlton

Public Comment for Items Not on Agenda: No Public comment

Approval of Minutes for March 10, 2020 Regular Board Meeting: Ken Davis motions to approve minutes as written. Gay McBirnie Seconded. All in Favor. Motion passed.

Approve Claims/Deposits: Ken Davis motions to approve the claims as presented. Mike Gavagan Seconded. All in Favor. Motion passed.

Chief's Report: See attached.

Chief reported that staff has been very busy with events within the community. There has been Ski races, snowmobile races, and a Skijoring event. Staff also has been helping with packaging and delivering senior lunches within the community. Chief congratulates Brad Wittrock for getting his Fire Fighter 1 certification from the state. Mike Gavagan thanked staff for helping with events within the community.

New Business:

Hardship Application

Chief presented hardship application for a patient that has requested remaining balance of bill be waved. Patient has paid monthly payments for 8 months, paying half the amount owed. Patient lives on social security and has no additional income to rely on. Chief reads patients explanation of financial circumstances to board. Mike Gavagan motions to approve hardship application. Ken Davis Seconded. All in favor. Motion passed.

Intern Position Hiring Freeze

Chief has requested to put a hiring freeze on the intern position. Due to the Covid-19, town is going to see a significant decrease in resort tax collected and the District may see up to 25% decrease in ambulance revenue. Chief visited several hotels and rates are expected to drop from \$250.00 per night to \$150.00. The best course of action in order to handle current commitments and prevent financially straining the District is to freeze intern hiring. Gay McBirnie Motions to approve the intern hiring freeze. Mike Gavagan Seconded. All in favor. Motion passed.

Draft 2020-2021 Preliminary Budget

Chief presented preliminary budget on shared screen and reviewed several line items. Ambulance revenue was cut 25% due to Covid-19 and the new projected revenue is \$209,000. Verizon cell tower contract income projected to remain same. Chief sent letter to Verizon representative stating the District has no interest in renegotiating contract and Verizon has not responded. Chief budgeted \$735,000.00 for wages but without intern program it will drop to \$702,000.00. The District will need to finalize preliminary budget at May board meeting to submit to county by 5/21 deadline.

Excess Vacation Payout

Chief requests for board to approve excess payout for staff that has accumulated more vacation hours than what employees are allowed to carry per District Policy 401.25. Policy states that excess vacation leave shall be paid out at 50% of the value for overages after 3/31 annually. James Jessop is 24.8 hours over and paid out at 50% will be \$522.88. Shane Grube is 25.30 hours over and paid out at 50% will be \$570.36. Mike Gavagan makes motion to approve excess vacation payout per policy guidelines. Ken Davis Seconded. All in favor. Motion passed.

Before the meeting closed Kyle Goltz takes a moment to recognize Gay McBirnie for her work on board and service provided for the District.

Meeting adjourned: 642

Next meeting 5/12 @ 6PM