

Hebgen Basin Fire District
Board Meeting Minutes
August 20, 2020

Meeting was called to order at 1800 hrs.

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

Also in Attendance: Chief Grube, AC Jessop, Lindsey Charlton, Cassandra Mitchell, Jeff Hindoien, Chris Hindoien

Recorder of Minutes: Lindsey Charlton

Public Comment: no public comment

Approval of Minutes for July 14, 2020 Regular Board Meeting: Skip Morris motions to approve minutes as written. Mike Gavagan Seconded. All in Favor. Motion Passed.

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

Chiefs report. See attached.

Old Business

VFIS Accident and Sickness Policy tabled at 7/14/20 Board meeting:

Chris Hindoien and Jeff Hindoien present an over view of the policy to the Board. This Accident and sickness policy covers volunteer members, staff, board, spouses and members of the public during an event where the public is asked to help. Currently Workers Compensation covers medical expenditures but this policy would pick up cost if injured, and cover some lost wages. It also covers accidental death, Paralysis benefits, cosmetic benefits, HIV, occupational retraining, stress management, PTSD and trauma counseling. The basic policy without accidental death is \$50,000.00 and policy with accidental death is \$100,000.00. Chief states that VFIS will provide us a 20% credit on renewal for installing the sprinkler system and fire alarm. Chief recommends the board approve the \$100,000.00 policy to provide and extra layer of protection for staff, board and volunteers staff in the event they are injured. The cost to the district to add the accident and sickness policy will be \$5383.00 annually. Mike Gavagan motion to approve the \$100,000.00 in added coverage policy. Ken Davis Seconded. All in favor. Motion passed.

New Business

Ambulance Audit Update

Ken Davis and John Costello completed ambulance audit and reported findings. There was not any issue with billing clerk procedures pertaining to payments coming in and going to bank. The audit did find that we are lacking billing information and being denied the option to bill by crew members. Out of the calls selected to review a total of 13 were found to have incomplete billing information. John Costello reported that he was appalled to find out the number of calls we go on that are not billed due to incomplete information. Chief reports that we found a big loop hole last year with Billing Bridge and we made added spot to show the crew member that is doing the report and status of report. Cassandra Mitchell adds that an issue the crew runs into is that sometime there are people that cannot give them information. The ones that are unresponsive and go on the helicopter or the seasonal employees that come through town that do not have mailing address. Lindsey and Chief are checking runs monthly to catch calls not submitted to billing. Kyle Goltz thanks Ken Davis and John Costello for completing the Audit.

Adopt Mill Levy Resolution for Fiscal Year 2021

Chief presents resolution 202008-02, asking the board to adopt max mills. The max mills of 50.71 has a mill value of 14,700, generating \$745,451.00 in tax revenue for the fiscal year of 2020/2021. Chief ask the board to

consider that the district is going into uncertain times with the loss in resort tax and we need to prepare for revenue shortages going into the next physical year. Chief reports that the Districts taxable value went down and the county stated it went down throughout West Yellowstone due to the catastrophic impact of the fires. Chief is going to ask the Department of revenue for more information. Ken Davis motions to adopt mill levy at full mills. John Costello Seconded. (Mike Gavagan left meeting) Remaining 4 members All in Favor. Motion passed.

Approve 2020-21 Budget

Chief reports to the Board that the only changes made to budget were line items added to track Covid wages, supplies purchased due to Covid, and revenues received from Covid funding. The town contracted payment of \$650, 00.00 will remain the same but the next physical year budget may take a hit. The Town is anticipating the tax revenues collected will be 50% less than normal. Ken Davis states that the District should look at ways to streamline expenses to meet the needs of the department next year and consider that the District may need to use the excess funds rolled over to support operation costs due the decrease in revenues from taxes. Kyle Goltz adds that the District is entering a time to be very weary of spending and to anticipate the need to save for the next year. Ken Davis motions to adopt budget as presented. John Costello Seconded. (Mike Gavagan not present). Remaining 4 members All in Favor. Motion passed.

Approval to Purchase New Engine for Ambulance 1

Chief Requests Board approval for purchase of new engine for ambulance 1 with the cost approximately \$24,000.00. Chief reports that this was an unanticipated expense and the money will coming from the apparatus account. Chief states there is money for a new engine and \$50,000 for new Chiefs vehicle. Chief's vehicle will be placed on hold to use funds to replace engine in Ambulance 1. John Costello motions to approve purchase of new engine for Ambulance 1. Skip Morris Seconded. (Ken Davis and Mike Gavagan not present) Remaining 3 Board members All in Favor. Motion passed.

Approval to Purchase Fire Alarm System

Chief requests Board approval to have alarm system installed in Station 1 that ties into the sprinkler system. The quote from Omni Alarm is \$4500.00 and there are funds available in the station 1 Maintenance account to cover cost. There will be an additional annual expense to maintain the sprinkler system with a required annual inspection. Skip Morris motions to approve purchase of fire alarm system. Kyle Goltz Seconded. (Ken Davis and Mike Gavagan not present) Remaining 3 members All in Favor. Motion passed.

2017 Braun Demo Ambulance Purchase

Chief request Board approval to sell Ambulance 3 and purchase a 2017 demo ambulance for \$130,000.00. John Costello asks what other costs will be involved to get new ambulance ready to use. Chief responds that is cost approximately \$1800.00 to add District decals and to transfer the power load system will cost \$1500.00. Radios are transferred by AC Jessup and Chief. Chief states this ambulance is slated to go to auction and needs board approval as soon as possible. John Costello requests that this purchase is tabled until the full board can be present to discuss. Kyle Goltz states that purchasing thee new ambulance seems to be the best option but this big of a purchase needs to be a 5 member Board decision. Skip Morris adds that he is not comfortable with making a decision without full Board present. Chief suggests voting the purchase down in order to hold a Special Board Meeting Monday. John Costello motions to table the discussion to purchase 2017 Braun Ambulance until next Special or Regular Board meeting. Skip Morris Seconded. All in Favor (Ken Davis and Mike Gavagan not present). Motion Passed.

Meeting adjourned: 7:37 PM

Special meeting on 8/24/20 time TBD

Next regular meeting 9/08/20 at 6pm