

**POLSON RURAL FIRE BOARD MEETING  
MINUTES – JANUARY 9, 2008**

Board trustee members present: Ross Hoyt, Alison Meslin, and Dave Ottun.  
Board trustee member absent: Fred Nelson, Jim Manley.  
Staff Present: Fire Chief John Fairchild.  
Guests: Lester Johnson, Volunteer Firemen Jeff Meslin, Jack Clapp.

Meeting called to order by Chairman Hoyt at 7:03 p.m.

**Minutes December 12, 2007 Rural Fire Board Meeting:**

Trustee Melsin requested the following statements added to the minutes regarding interlocal agreement topic on page 2. The corrections are indicated in italic bold. In our case the volunteers feel they are an unincorporated group; the incorporated city created a *city fire* department and *in 1979 the Polson Rural Fire District Trustees established the* Big Arm Fire Company. The *Polson* volunteer fire department created two rural fire companies *which are not what is* reported to the state. *Polson City and Rural Fire Company #1 and Polson Rural Fire Company #2 are not legally established companies.* The rural fire board has the sole authority to create companies and *provide* personnel. A resolution by the three entities should be adopted. The 1960 agreement basically indicated the rural fire district will purchase a truck and the city fire department will run and maintain the truck. The interlocal agreement enables everyone to work together under Polson Volunteer Fire Department. *Trustee Manley agreed to write a resolution that will legally establish Polson Rural Fire Company.* Each company should have their own by-laws *and officers Irvine Flats Firefighters must decide to either join Big Arm Fire Company or request to form an Irvine Flats Company.* Chairman Hoyt reviewed the conditions and changes in the draft changes to the interlocal agreement. The committee will meet with City Manager Jay Henry regarding the changes in the interlocal agreement and report back to the board. **Motion Trustee Ottun, seconded Trustee Meslin to approve minutes with corrections. Motion carried unanimously.**

**Treasury Report:**

Operating Fund Balance	\$ 25,622.08
Capital Improvement Fund Balance	\$ 75,728.20
Voted Levy	\$ 37,555.73

Paid bills in the amount of \$ 14,750.12

Check numbers 3562 - 3618, both inclusive  
(paid January 9, 2008)

Trustee Meslin requested information on 2007 real property tax collections.

**OPERATING FUND #7245**

Billed	\$120,190.78
Total collections October, November, December 2007 and January 2008	\$ 66,046.02
Less 2007 protested taxes	\$ 6,958.14

Total protested taxes ALL years: \$26,761.73

**VOTED LEVY FUND #7244**

Billed	\$ 74,652.65
Total collections October, November, December 2007 and January 2008	\$ 41,022.37
Less 2007 protested taxes	\$ 4,321.84

Total protested taxes ALL years: \$12,842.59

**Bills:** Trustee Meslin requested information on the following bills: 1) Check #3606 payable to L.N. Curtis \$1,907.58 for 6 pair xtrication gloves invoice \$205.39 class A foam invoice \$360.00, and wildland gear invoice \$1,342.19 paid with DNRC grant funds; 2) Check #3608 payable to Mission Valley Power \$132.47 is a normal charge for this time of year; 3) Check #3609 payable to Mission Valley Security \$37.95 purchase fire extinguisher moved fire extinguisher from administrative vehicle to engine 327; 4) Check #3610 payable to Montana Electronics \$5,350.00 for 10 minitor V pagers with extended warranty; Check #3611 payable to Montana State fund \$1,067.51 for worker's comp. Trustee Ottun requested information on Check #3618 payable to St Luke Healthcare Network \$35.00 for a fireman's physical.. **Motion Chairman Hoyt, seconded Trustee Meslin to approve treasury report and payment of bills. Motion carried unanimously.**

**Staff Report:** Fire Chief Fairchild reported fire responses for 2007 were 156 in the rural and 138 in the city. The past two weeks were very challenging with house fires on Forman Road, 15<sup>th</sup> Avenue East, and Finley Point. Finley Point Station didn't request assistance immediately. Due to slick roads Polson engine 326 almost went over the ditch, engine 318 overheated. Finley Point equipment was damaged due to the intense heat, a truck was wrecked and the chief's vehicle hit a couple trees. Water wasn't readily available. Chief Fairchild indicated property owners need to provide accessible roads. He plans to canvas areas for fire wise fuel reduction and inform property owners funds are available for fuel reduction. Residents using wood for heating need to keep the chimney clean. Chief Fairchild stressed the safety of the volunteers is foremost is fortunate for the group of volunteers and plans to establish an incentive program in next year's budget. Trustee Meslin suggested Chief Fairchild write a letter to be included with the Big Arm Association newsletter. Trustee Meslin reported two Big Arm residents would like to join the fire department.

**Old Business:**

**AUDIT** – Six proposals were sent to area certified public accountants listed on the state roster. Two responses were received regarding the FY '06-'07 audit proposal. Terry J. Burke declined due to prior engagements. Trustee Meslin spoke with Mr. Burke prior to the request and indicated the fee would be \$4,500 - \$6,500. The firm of Ronald P. Foltz submitted a proposal at \$5,500 - \$6,500. Trustee Meslin will contact Foltz CPA regarding the cost of the audit and also volunteered prep work to reduce costs. **Motion Trustee Ottun, seconded Chairman Hoyt to accept the proposal of Ronald P. Foltz, CPA with the understanding the fee is \$5,500 - \$6,500 and staff to assist with preparation to reduce costs. Motion carried unanimously.**

**INTERLOCAL AGREEMENT** – Trustee Meslin reported a meeting is scheduled January 30, 2008 2:00 to 3:00 p.m. with City Manager Jay Henry regarding the interlocal agreement. Two city council members and Chief Fairchild will also attend.

**CORRESPONDENCE** – Trustee Meslin will send thank you letters to Jim & Jan Phillips for the fuel tank donation and Wayne Richardson representing Jette Meadow Homeowners Association for his efforts to locate a fire station in the subdivision.

**FIXED ASSETS INVENTORY** - Trustee Meslin with the assistance of Volunteer Fireman Chris McGuinness will record and evaluate the fixed assets of the rural fire within the month. For inventory purposes items of \$100 or more will be recorded.

**New Business:**

None.

**Public Comments:**

**IRVINE FLATS TENDER** – Volunteer fireman Jack Clapp reported the tender 327 is in a heated building at 60 degrees and presented pictures of the building and tender. Mr. Clapp thanked Chief Fairchild for the SCBA's and accommodations. He will check with Chief Fairchild regarding chains for the tender. Trustee Ottun indicated the Irvine Flats volunteers are doing a great job maintaining the tender.

Meeting adjourned 8:14 p.m.

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Ross Hoyt, Chairman

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Alison W. Meslin, Secretary-Treasurer