



HAMILTON RURAL FIRE DISTRICT
BOARD OF TRUSTEES MONTHLY MEETING
Date: December 11th Meeting Minutes

1. CALL TO ORDER

- a. Vice Chairman Adams called the meeting to order at 5:30 pm

2. ROLL CALL (X-PRESENT, A-ABSENT, E-EXCUSED)

- X Vice-Chair Adams
 X Secretary/Treasurer Brady
 X Trustee Campbell
 X Trustee Huus
 E Chair Suenram

Guests present include Assistant Chief Tony Sisson, Interim Chief Tyson Woods, Mayor Farrenkopf

- 3. Public Comment (for items not on the agenda)** – A fundamental element of democracy is the right of citizens to address their elected representatives, therefore any citizen may provide written or verbal public comments during this time that are within the subject matter jurisdiction of the Board of Trustees. No Board action or discussion shall be taken on public comment and comments shall be limited to three (3) minutes per person.
- 4. CONSENT ITEMS:** Consent items are non-controversial and can be acted upon at one time without discussion. **Any member of the Board may pull any consent item for discussion and separate action.**
- a. Approval of AGENDA
 - b. Approval of the MINUTES from November 13th– a regular scheduled meeting
 - c. Approval of warrants and financial report for October/November

Trustee Brady made a motion to approve agenda, minutes and warrants from November 13th. Trustee Huus seconded the motion. Motion was approved.

Charter Spectrum	Internet	\$104.94
Century Link	Phone	\$130.51
Ravalli Electric	Utilities	\$169.48
Northwestern Energy	Utilities- Charlos & Skalkaho (bills available on 10th)	\$300.10
Visa	Microsoft	\$150.00
Stacy Oren	Cleaning – Skalkaho & Charlos	\$150.00
Ronda Taggart	Admin Bookkeeping	\$715.00
City of Hamilton	2 nd Qtr ILA	\$27,751.99
MT State Volunteer Firefighters Association	Dues *were paid by HVFD Association	\$0
That Guy Irrigation	Skalkaho & Charlos service	\$170.00
Carquest	7122, Station 3 supplies	\$475.41
North Ridge Fire Equipment	Hose fittings	\$663.38
Systems Northwest	Service on main entry door - July	\$1216.75
Ravalli County Treasurer	Repeater Lease 2025 per invoice	\$1800.00
Hi-Ball Trucking	Enclosed trailer delivery	\$1875.00

5. CORRESPONDENCE AND COMMUNICATIONS

- a. **Election Administrator Letter** – Trustee Brady was notified that he is up for re-election, filing deadline is February 10th, 2025. Chairman Suenram is also up for re-election (absent).

6. TRUSTEES REPORTS – Trustee Brady; pressure washers are in

7. **VOLUNTEER FIRE ASSOCIATION REPORT** - none

8. **FIRE CHIEF'S REPORT**

- a. **Interim Chief's Report** – Interim Chief Woods; reviewed calls, etc.
- b. **Assistant Chief Sission** – some issues w/MT Truck Works record keeping, and main mechanic quit

9. **DISCUSSION AND DECISION**

- a. **Review Chief's job description & vote for approval** – Trustee Adams; reviewed and discussion ensued; edits to include (#3) 'Fire Officer 1 Preferred' instead of completion of (#7) 'Must reside within a 10-mile radius from the center of the Hamilton Fire District'. (#3) 'CDL required within a year' instead of preferred. Motion by Trustee Brady to accept the Chief's job description with the above edits. Trustee Huus seconded the motion. Motion passed.

10. **DISCUSSION ON**

- a. **Extra Command Vehicle** - @ \$85,000, looking into with a Grant; will re-visit
- b. **Apparatus Mechanic** – Trustee Brady; working towards a plan to hire a mechanic between districts; will be another meeting in January; Darby has a truck that they are retiring that they are offering to use to get started with

11. **UPDATE ON:**

- a. **Tax Roll Audit** – Trustee Brady; have a potential date of January 18th, 2025
- b. **Increased Credit Card Limit** – Trustee Brady; nothing new
- c. **New Fire Station Location & ISO Audit** – Trustee Brady; Skip coming in January to Whitefish, may come down here to fly the drones
- d. **Bid / Building Sketch for Storage Building** – Trustee Adams/Trustee Huus; have another bid for @ \$100,000 for slab & building – 30' x 48' – will run the slab vs building by Kate for legal purposes, Trustee Adams and Huss will work on some specs and still waiting for another bid from Assistant Chief Sisson.
- e. **Board Packet / Agenda** – Chairman Suenram; Trustee Brady motioned by approve board packet, Trustee Campbell seconded the motion. Motion was approved.
- f. **dot gov Domain Name** – Chairman Suenram; nothing
- g. **New Fire Chief** – Chairman Suenram; nothing

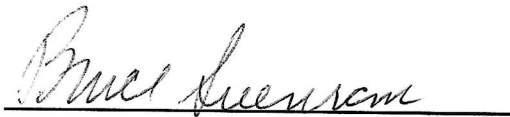
12. **ANNOUNCEMENTS:** none

13. NEXT MEETING: The next scheduled meeting will be on January 15th (rescheduled from January 8th) at 5:30 pm at the Skalkaho Station

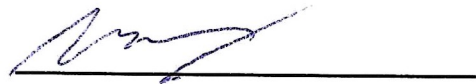
14. ADJOURNED

Meeting adjourned at 7:05 pm

Approved by:

A handwritten signature in blue ink, appearing to read "Bruce Swenson", written over a solid black horizontal line.

Board Chairman

A handwritten signature in blue ink, written over a solid black horizontal line. The signature is stylized and difficult to decipher.

Secretary/Treasurer