



Hyalite Rural Fire District

Board Meeting Synopsis Approval Form

The written synopsis of the November 19, 2019 Hyalite Rural Fire District
(HRFD) Board of Trustees meeting was approved by motion of the HRFD Board of Trustees on
January 21, 2020.


Chair Signature

Eugene M. Geddes, III

Printed Name


Secretary Signature

Nick Shrauger

Printed Name

**HYALITE RURAL FIRE DISTRICT
BOARD OF TRUSTEES ANNUAL PUBLIC MEETING
SYNOPSIS**

DATE: NOVEMBER 19, 2019 TIME: 7:00 p.m.

LOCATION: Sourdough Fire Station, 4541 S. 3rd Rd., Bozeman, MT

In compliance with [MCA 2017 2-3-212](#) and the Hyalite Rural Fire District Bylaws, the minutes of HRFD Board of Trustees open public meetings are comprised of an audio recording and a written synopsis. The audio recording is designated as the official record of a meeting. The written synopsis serves to assist the public in accessing portions of the audio recording and is a good faith attempt to provide the public with another method to be informed about the actions of the Board. The minutes are available to the public at www.hyalitefire.org/board-meeting-minutes/ or at the Hyalite Rural Fire District Administrative Offices, 4541 S. 3rd Rd., Bozeman, MT, during its standard business hours.

TRUSTEES IN ATTENDANCE:

Pete Geddes
Justin Miller
Nick Shrauger
Jason Jarrett

STAFF IN ATTENDANCE:

Jason Revisky, Fire Chief
Brian Nickolay, Assistant Fire Chief
Sheryl Wyman, Administrative Assistant

PUBLIC IN ATTENDANCE:

Wayne Gipp
Bob Ogren
Pat Wilson

0:00:00	CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT Chair Geddes called the meeting to order and reminded the public that the meeting was being recorded. Chair Geddes asked if there were any public comment on items not on the agenda. None requested.
0:00:47	HYALITE CONSENT AGENDA Chair Geddes asked if there were any requests to remove items from the Consent Agenda. There were no such requests. He asked for motion to approve the Consent Agenda. Motion: Trustee Jarrett made motion to approve consent agenda as presented. Second: Trustee Miller seconded the motion. Vote: Unanimous approval <i>[See October 15, 2019 Board Packet for Consent Agenda items approved.]</i>

	REGULAR AGENDA
0:01:03	<p>Discussion and Decision – FY2019 Audit Presentation (Sydni Tangaro from Tangaro and Company)</p> <p>Sydni Tangaro of Tangaro and Company presented the FY19 audit results. Required communication and findings include:</p> <ul style="list-style-type: none"> • The annual financial report was prepared by Rosie Barndt, CPA, the third party provider of accounting services to HRFD. • Management is responsible for the preparation and presentation of the basic financial statements included in the annual financial report, for governmental activities and major funds of the District. • Tangaro and Company’s responsibility is to express opinions on the basic financial statements that are included in the financial report, based on their audit. • There were no new accounting standards adopted or required to be adopted. • Included in the financial statements are significant estimates, which includes deferred pension liability, based on audited pension schedules provided by MRERA. • During the audit, there were no difficulties encountered – all information was provided as requested. • During the audit, there were no disagreements with management. • No audit adjustments were proposed to journal entries this year. • Independent auditor’s report is issuing an unmodified (clean) opinion for FY2019. <p>New accounting outsourced to AZ and a decision will need to be made if they will be preparing the financial statements.</p>
0:06:05	<p>Chair Geddes called for Board discussion or questions.</p> <p>Trustee Shrauger asked about paying off the bond early and how that might affect the audit. Ms. Tangaro indicated this is done commonly and would be a best practice scenario. Paying off the bond early would have no impact on the 2019 audit.</p> <p>Chair Geddes called for public comment. There was no public comment.</p> <p>The Board accepts the FY2019 audit from Tangaro and Company.</p> <p>[See Board Packet for the draft audit presented.]</p>
0:08:37	<p>Discussion and Decision – Reader Boards</p> <p>Trustee Shrauger gave comment regarding the advantages of having a reader board to communicate with the public.</p> <p>Chair Geddes asked for board discussion.</p> <p>Chair Geddes states that improvement could be made on the website for better communication.</p>

	<p>Trustee Jarrett not convinced the website is the best form of everyday communication. He is also not convinced a reader board is the best solution either.</p> <p>Chair Geddes asked for public comment. Public comment given.</p> <p>Chair Geddes asked for more board discussion. None given.</p> <p>Motion: Trustee Jarrett moved to table topic until after the new year. Second: Trustee Miller seconded the motion. Vote: Unanimous approval</p> <p>Action Items: Topic will be added to next agenda after a working committee has more information to provide.</p>
0:18:50	<p>Discussion and Decision – Updated Signage for HFD Buildings</p> <p>Chief Revisky went over the three bids received for building signage.</p> <p>Chairman Geddes asked for board discussion.</p> <p>Trustee Miller asked about some of the charges on the Signs of Montana bid</p> <p>Trustee Shrauger discussed the differences between the use of Department and District in the signage.</p> <p>Chief Revisky explains why the use of Department but that he has no preference one way or the other.</p> <p>Trustee Jarrett discussed his preference of the use of District rather than Department.</p> <p>Chairman Geddes asked for public discussion. Question asked.</p> <p>Chairman asked for more board discussion.</p> <p>Motion: Chairman Geddes moved to table until after a working group has met to work on the topic. Second: Trustee Miller seconded the motion. Vote: Unanimous approval</p> <p>[See Board Packet for bids provided]</p> <p>Action Items: Topic will be added to special working session meeting to be set in January.</p>

0:30:27	<p>Discussion – Website Maintenance</p> <p>Chairman Geddes states the website is not as good as it could be and asks for ideas to make it better.</p> <p>Chairman Geddes asks for board discussion.</p> <p>Discussion held regarding costs and management of the website.</p> <p>Chairman Geddes asks for public discussion. Comments given and questions asked.</p> <p>Chairman Geddes suggests surveying the public at events to find out how they receive information about the fire department. Once more information is received the board will re-address the website and communications with the public.</p> <p>Chairman Geddes asks for any further board discussion or public comments. None given.</p>
0:37:59	<p>Discussion and Decision – 2019 Fire Chief Performance Evaluation Procedure</p> <p>Administrative Assistant asked if the same process for the 2018 evaluation was to be used for the 2019 evaluation.</p> <p>Chairman Geddes asks for board discussion.</p> <p>Trustee Shrauger discusses the last evaluation and the process was going to be changed somewhat.</p> <p>Chief Revisky states the survey was a good process but that the questions needed to be different.</p> <p>Chairman Geddes asks for public comment. None given.</p> <p>Chairman Geddes asks for more board discussion.</p> <p>Trustees Jarrett and Miller will be on evaluation committee along with Chairman Geddes and Chief Revisky.</p> <p>Action Items:</p> <ul style="list-style-type: none"> • A copy of last year’s questionnaire will be available at the next board meeting along with proposed questions for the new evaluation. • Meeting to be scheduled for evaluation committee.

0:44:03	<p>Fire Chief's Report</p> <p>Chief Revisky highlighted:</p> <ul style="list-style-type: none"> • Chief Revisky discussed that he and Trustee Jarrett sat on a selection committee for the county to select a vendor to replace the radio infrastructure for Gallatin County. A recommendation was made to the County Commissioners. • The Department is demoing air packs based on the capital replacement plan. • Chief Revisky spoke about the addition of the part time maintenance position, Colin Prato, and how well it is working out. Given the amount of apparatus and equipment, maintenance and readiness has been greatly improved. <p>Chairman Geddes asks for public comment. None given.</p> <p>Chairman Geddes asks for more board discussion.</p> <p>Trustee Shrauger asks about information on calls in the Rae area. Chief Revisky advises Assistant Chief Nickolay is working on the reporting of calls from that area to get the statistics.</p> <p><i>[See Attachment A for Fire Chief's Report.]</i></p>
0:51:23	<p>Trustees' Activities</p> <p>None Given</p>
0:51:31	<p>Announcements</p> <ul style="list-style-type: none"> • No board meeting will be held in December. • Working Session set for station signage and department name (Branding) set for January 16, 2020 7:00pm-8:30pm. * • Next board meeting January 21, 2020. <p>Action Items:</p> <ul style="list-style-type: none"> • Survey questions will be prepared for Santa Night <p>Chairman Geddes asks for public comment. Comment was given regarding the sound system and the improvement.</p>
0:57:25	ADJOURNMENT

***Working Session date changed to Monday, January 13, 2020 7:00pm-8:30pm.**

Attachment A

Fire Chief's Report

Hyalite Rural Fire District

Fire Chief's Report

November 2019

Prepared by: Fire Chief Jason Revisky

1. The Hyalite Fire Department has responded to 453 calls in 2019 (through October 2019).
2. Our current roster is at 47 members (effective 10/31/2019).
3. We currently have 8 resident firefighters living at the Sourdough Fire Station.
4. We still are staffing the Cottonwood Fire Station with our sleeper program Sunday – Thursday nights with a crew of 5 each night.
5. We still have 3 resident renters at the Rae house.
6. We continue to perform regular training every Wednesday night at 7pm.
7. We continue to perform our twice a month command training. Command trainings are the second and last Monday of each month at 7pm at Sourdough station.
8. We have experienced no firefighter injuries or significant mechanical breakdowns in the last month.
9. Night with Santa scheduled for December 4th.
10. HRFD Holiday Party scheduled for December 6th.
11. Apparatus update.