

**HYALITE RURAL FIRE DISTRICT  
BOARD OF TRUSTEES REGULAR PUBLIC MEETING**

DATE: OCTOBER 20, 2020

TIME: 7:00 p.m.

LOCATION: Sourdough Fire Station, 4541 S. 3<sup>rd</sup> Rd., Bozeman, MT

**If you are unable to attend the meeting in person, please join the meeting via telephone by calling:**

**(800) 884-9450**

**Conference Passcode: 655 453**

**CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT**

Reminder to the public that meetings are being recorded.

**PUBLIC COMMENT ON MATTERS NOT INCLUDED IN THE AGENDA**

**HYALITE CONSENT AGENDA**

1. Approval of Financial Report
2. Approval of Warrants
3. Approval of September 15, 2020 Meeting Synopsis  
*[Consent Agenda Attached]*

**REGULAR AGENDA**

1. Discussion and Decision – Ambulance Transport
2. Discussion – CARES Act Reimbursement  
*Letter from Gallatin City-County Health Department Attached*
3. Discussion – Audit 2020  
*Communication Letter from Tangero & Company Attached*
4. Discussion and Decision – Capital Replacement Fund Allocation for New Radios
5. Fire Chief's Report
6. Trustees' Activities
7. Announcements

**ADJOURNMENT**

This notice is posted on the door of the Administrative Building of the Sourdough Fire Station, the Rae Fire Station, and the Cottonwood Fire Station, and is posted on the Hyalite website and/or Facebook Page at least 48 hours prior to the meeting. Notice of the meeting is published in the Bozeman Daily Chronicle at least 48 hours prior to the meeting.

# **Consent Agenda**



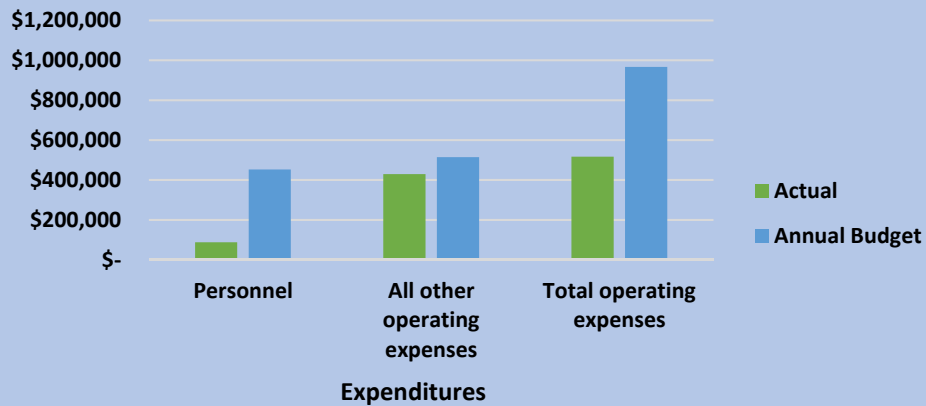
# Dashboard for September 2020

## At a glance...

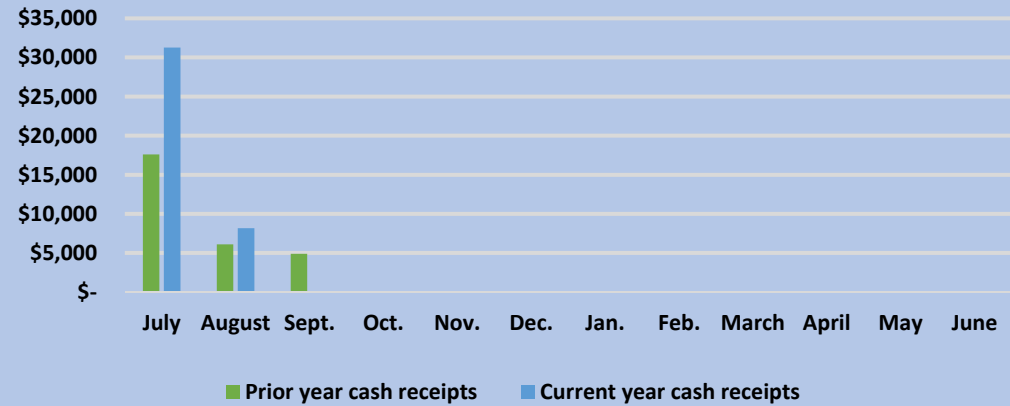
	Current month	Prior year		Calendar YTD
General Fund Cash Balance	\$ 1,010,112	\$ 987,331	Number of Calls	426
Taxes Receivable	\$ 38,400	\$ 31,761	Number of Volunteers	50
Short-term payables	\$ -	\$ -	Number of Training Sessions	62
			Number of Training Hours	5,199

The inconsistent nature of our cash flows dictates that we maintain a minimum cash balance of \$400,000. See the graph, which shows the timing of cash receipts below.

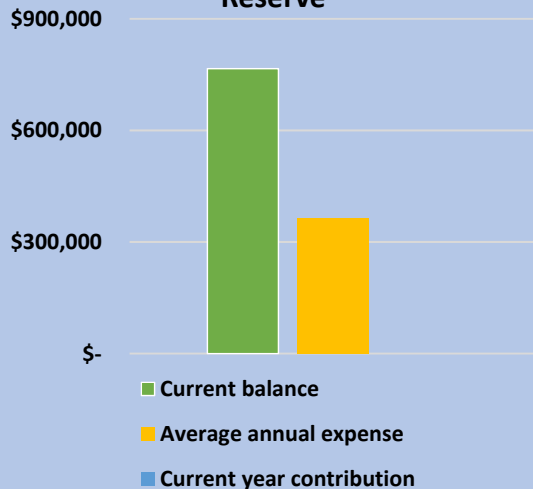
## Budgetary Comparisons - for year to date



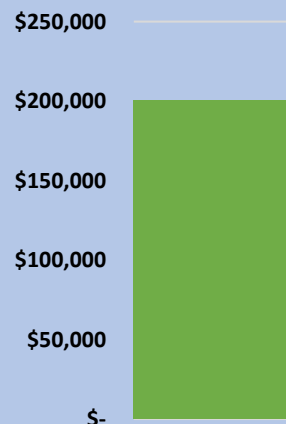
## Timing of Cash Receipts



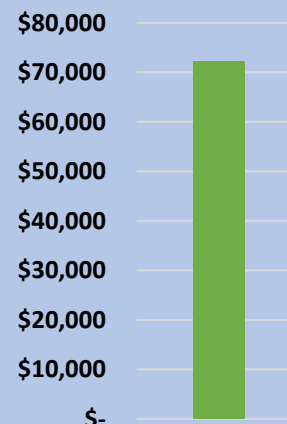
## Apparatus and Equipment Reserve



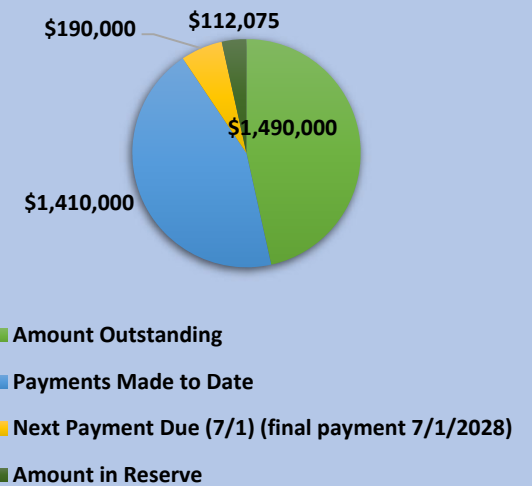
## Capital Improvement Reserve



## Building Repair/Replacement Reserve



## Station Debt



# Hyalite Rural Fire District

## STATEMENT OF FINANCIAL POSITION

As of September 30, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	\$2,160,955.44
Accounts Receivable	\$43,737.92
Other Current Assets	\$157,503.68
<b>Total Current Assets</b>	<b>\$2,362,197.04</b>
Fixed Assets	
180000 Capital Assets	
181000 Land	361,201.00
182000 Buildings & Improvements	3,998,808.80
186000 Machinery & Equipment	2,742,548.14
186100 Accumulated Depreciation	(2,886,760.98)
<b>Total 180000 Capital Assets</b>	<b>4,215,796.96</b>
<b>Total Fixed Assets</b>	<b>\$4,215,796.96</b>
<b>TOTAL ASSETS</b>	<b>\$6,577,994.00</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	\$3,130.09
Credit Cards	\$0.00
Other Current Liabilities	\$216,105.42
<b>Total Current Liabilities</b>	<b>\$219,235.51</b>
Long-Term Liabilities	\$1,724,250.66
<b>Total Liabilities</b>	<b>\$1,943,486.17</b>
Equity	
241000 Unrestricted Fund Balance	1,599,611.16
241001 General fixed asset acct group	4,215,796.96
241002 General LT debt account group	(1,821,760.56)
241100 Reserved Fund Balance	
241101 Restricted for Debt Service	112,075.35
241102 Reserved for Capital Reserve	0.00
241103 Capital improvements	200,388.00
241104 Capital replacement	0.00
241105 Apparatus replacement	766,117.03
241106 Building repair/replacement	72,263.20
<b>Total 241104 Capital replacement</b>	<b>838,380.23</b>
<b>Total 241102 Reserved for Capital Reserve</b>	<b>1,038,768.23</b>
<b>Total 241100 Reserved Fund Balance</b>	<b>1,150,843.58</b>
241200 Assigned to vol firefighters	6,599.36
Net Revenue	(516,582.67)
<b>Total Equity</b>	<b>\$4,634,507.83</b>



# Hyalite Rural Fire District

## STATEMENT OF FINANCIAL POSITION

As of September 30, 2020

	TOTAL
TOTAL LIABILITIES AND EQUITY	\$6,577,994.00

# Hyalite Rural Fire District

BUDGET VS. ACTUALS: FY\_2020\_2021 - FY21 P&L

July - September, 2020 **(25.00%)**

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
310000 Taxes	36,946.51	1,519,758.00	(1,482,811.49)	2.43 %
315000 On-behalf payment from State		86,000.00	(86,000.00)	
316000 Entitlement Share		36,000.00	(36,000.00)	
320000 Firefighter fundraising event		2,500.00	(2,500.00)	
360000 Miscellaneous Revenues	2,038.15	4,000.00	(1,961.85)	50.95 %
365000 Contributions and Donations	311.00	500.00	(189.00)	62.20 %
370000 Investment Earnings		30,000.00	(30,000.00)	
<b>Total Revenue</b>	<b>\$39,295.66</b>	<b>\$1,678,758.00</b>	<b>\$ (1,639,462.34)</b>	<b>2.34 %</b>
GROSS PROFIT	<b>\$39,295.66</b>	<b>\$1,678,758.00</b>	<b>\$ (1,639,462.34)</b>	<b>2.34 %</b>
Expenditures				
420000 Public Safety Expenses	2,847.21	40,000.00	(37,152.79)	7.12 %
420100 Personnel Services	87,685.30	452,500.00	(364,814.70)	19.38 %
420200 Supplies	10,222.04	32,000.00	(21,777.96)	31.94 %
420220 Meals/Incentives	1,793.33	14,000.00	(12,206.67)	12.81 %
420240 Fuel	4,107.81	36,000.00	(31,892.19)	11.41 %
420310 Election Costs		7,000.00	(7,000.00)	
420320 Professional Subscription/Dues	1,180.81	4,000.00	(2,819.19)	29.52 %
420330 Community Outreach/Education	1,806.61	10,000.00	(8,193.39)	18.07 %
420340 Utility Services	8,786.68	52,000.00	(43,213.32)	16.90 %
420350 Professional Services	7,650.00	40,000.00	(32,350.00)	19.13 %
420390 Firefighter Physicals	1,076.00	15,000.00	(13,924.00)	7.17 %
420400 Training/Travel - Trustees		3,000.00	(3,000.00)	
420420 Facilities	22,742.04	25,000.00	(2,257.96)	90.97 %
420500 Insurance	22,943.90	70,000.00	(47,056.10)	32.78 %
420930 Safety Equipment	13,275.87	70,000.00	(56,724.13)	18.97 %
420940 Apparatus	8,033.47	70,000.00	(61,966.53)	11.48 %
420960 Special Projects	16.98		16.98	
420970 Capital outlay	361,710.28	26,000.00	335,710.28	1,391.19 %
490100 Debt Services		246,575.00	(246,575.00)	
669100 Other Charges		500.00	(500.00)	
<b>Total Expenditures</b>	<b>\$555,878.33</b>	<b>\$1,213,575.00</b>	<b>\$ (657,696.67)</b>	<b>45.81 %</b>
NET OPERATING REVENUE	<b>\$ (516,582.67)</b>	<b>\$465,183.00</b>	<b>\$ (981,765.67)</b>	<b>(111.05 %)</b>
NET REVENUE	<b>\$ (516,582.67)</b>	<b>\$465,183.00</b>	<b>\$ (981,765.67)</b>	<b>(111.05 %)</b>

# Hyalite Rural Fire District

## TRANSACTION LIST BY VENDOR

October 1-12, 2020

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Best Rate Diesel Repair Inc.						
10/05/2020	Bill Payment (Check)	7803267	Yes		101000 Cash/Investments:General Fund	-2,039.05
Big Sky Fire Equipment						
10/05/2020	Bill Payment (Check)	7803268	Yes		101000 Cash/Investments:General Fund	-3,132.06
BlueCross BlueShield of Montana						
10/01/2020	Bill	X6A680/10.1.20	Yes	Hubdoc - 139831551 - INVX6A680/10.1.20	202100 Accounts Payable	4,115.39
Delta Dental						
10/01/2020	Bill	17272-51213/9.25.20	Yes	Hubdoc - 137491652 - INV17272-51213/9.25.20	202100 Accounts Payable	175.28
10/05/2020	Bill Payment (Check)	7803269	Yes		101000 Cash/Investments:General Fund	-175.28
FURS						
10/09/2020	Check	ERIC	Yes		101000 Cash/Investments:General Fund	-5,196.13
House of Clean						
10/05/2020	Bill Payment (Check)	7803270	Yes		101000 Cash/Investments:General Fund	-118.21
J&H INC						
10/05/2020	Bill Payment (Check)	7803271	Yes	13753	101000 Cash/Investments:General Fund	-176.36
Kenyon Noble						
10/05/2020	Bill Payment (Check)	7803272	Yes		101000 Cash/Investments:General Fund	-384.42
Montana Dept. of Revenue						
10/12/2020	Check	FIB e-Pay	Yes	6442692-002-WTH	101000 Cash/Investments:General Fund	-1,377.00
Montana Firemen's Association						
10/09/2020	Check		Yes		101000 Cash/Investments:General Fund	-207.35
Owenhouse-Ace Hardware						
10/05/2020	Bill Payment (Check)	7803273	Yes		101000 Cash/Investments:General Fund	-338.06
People Facts						
10/01/2020	Bill	2020091031	Yes	Hubdoc - 142262619 - INV2020091031	202100 Accounts Payable	221.68
10/05/2020	Bill Payment (Check)	7803274	Yes		101000 Cash/Investments:General Fund	-221.68
PERS						
10/09/2020	Check	ERIC	Yes		101000 Cash/Investments:General Fund	-580.28
RAE Water						
10/05/2020	Bill Payment (Check)	7803275	Yes		101000 Cash/Investments:General Fund	-128.79
Republic Services						
10/05/2020	Bill Payment (Check)	7803276	Yes		101000 Cash/Investments:General Fund	-433.88
Sammy Saunders						
10/02/2020	Bill	10.2.20	Yes	Hubdoc - 142262633 - INV10.2.20	202100 Accounts Payable	226.95
10/05/2020	Bill Payment (Check)	7803277	Yes		101000 Cash/Investments:General Fund	-226.95
Sign Solutions						
10/05/2020	Bill Payment (Check)	7803278	Yes		101000 Cash/Investments:General Fund	-21.79
United States Treasury						
10/12/2020	Check	FIB e-Pay	Yes	81-2360037	101000 Cash/Investments:General Fund	-3,537.34
Verizon						
10/05/2020	Bill Payment (Check)	7803279	Yes		101000 Cash/Investments:General Fund	-355.60
Wex Bank						
10/05/2020	Bill Payment (Check)	7803280	Yes	0203-00-109722-9	101000 Cash/Investments:General Fund	-615.35

# Hyalite Rural Fire District

## TRANSACTION LIST BY VENDOR

October 1-12, 2020

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Whalen Tire Bozeman						
10/05/2020	Bill Payment (Check)	7803281	Yes		101000 Cash/Investments:General Fund	-27.14

# Hyalite Rural Fire District

## CHECK DETAIL

September 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
100000	Cash/Investments					
101000	General Fund					
09/08/2020	Bill Payment (Check)	7803235	Big Sky Fire Equipment			-354,500.16
09/08/2020	Bill Payment (Check)	7803236	Bozeman Chronicle	347411		-22.00
09/08/2020	Bill Payment (Check)	7803237	Connect Telephone and Computer Group			-771.71
09/08/2020	Bill Payment (Check)	7803238	Delta Dental			-175.28
09/08/2020	Bill Payment (Check)	7803239	Door Tech Incorporated			-110.00
09/08/2020	Bill Payment (Check)	7803240	General Distributing Co.	56625		-66.34
09/08/2020	Bill Payment (Check)	7803241	J&H INC	13753		-803.00
09/08/2020	Bill Payment (Check)	7803242	Kamp Implement Co.			-4,999.07
09/08/2020	Bill Payment (Check)	7803243	Montana Occupational Health			-150.00
09/08/2020	Bill Payment (Check)	7803244	NAPA Auto Parts	12342		-195.17
09/08/2020	Bill Payment (Check)	7803245	Owenhouse-Ace Hardware			-343.12
09/08/2020	Bill Payment (Check)	7803246	People Facts			-16.67
09/08/2020	Bill Payment (Check)	7803247	RAE Water			-132.79
09/08/2020	Bill Payment (Check)	7803248	Republic Services			-418.70
09/08/2020	Bill Payment (Check)	7803249	Story Distributing	184000		-1,838.68
09/08/2020	Bill Payment (Check)	7803250	Town and Country			-27.02
09/08/2020	Bill Payment (Check)	7803251	Verizon			-1,093.70
09/10/2020	Check	FIB e-Pay	United States Treasury	81-2360037		-1,898.54
				Federal Withholding		-1,275.00
				Medicare Company		-311.77
				Medicare Employee		-311.77
				Medicare Employee Addl Tax		0.00
09/10/2020	Check	FIB e-Pay	Montana Dept. of Revenue	6442692-002-WTH		-892.00
				MT - Withholding		-892.00
09/10/2020	Check	7803234	Montana Firemen's Association			-207.35
				Montana Firemen's Association		-207.35
09/10/2020	Check	ERIC	FURS			-5,196.14
				FURS-Employee		-2,218.62
				FURS-Employer		-2,977.51
09/10/2020	Check	ERIC	PERS			-430.08
				PERS-Employee		-203.82
				PERS-Employer		-226.26
09/24/2020	Bill Payment (Check)	7803252	Anderson ZurMuehlen	142167.700		-1,300.00
09/24/2020	Bill Payment (Check)	7803253	BlueCross BlueShield of Montana			-4,115.39
09/24/2020	Bill Payment (Check)	7803254	Bound Tree Medical			-56.06
09/24/2020	Bill Payment (Check)	7803255	Century Link			-178.38

# Hyalite Rural Fire District

## CHECK DETAIL

September 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
09/24/2020	Bill Payment (Check)	7803256	Charter Communications	8313200110672244		-287.70
09/24/2020	Bill Payment (Check)	7803257	Citi Card			-2,016.18
09/24/2020	Bill Payment (Check)	7803258	DirectTV	029404001		-167.99
09/24/2020	Bill Payment (Check)	7803259	Grass Monkey Lawn Care			-300.00
09/24/2020	Bill Payment (Check)	7803260	Harvey's Plumbing & Heating			-150.00
09/24/2020	Bill Payment (Check)	7803261	Heiman Fire Equipment			-761.50
09/24/2020	Bill Payment (Check)	7803262	Kamp Implement Co.			-248.52
09/24/2020	Bill Payment (Check)	7803263	Northwestern Energy			-1,078.27
09/24/2020	Bill Payment (Check)	7803264	Outside Media Group, LLC			-825.00
09/24/2020	Bill Payment (Check)	7803265	Ressler	56595		-1,108.76
09/24/2020	Bill Payment (Check)	7803266	Whalen Tire Bozeman			-171.25

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

DATE: SEPTEMBER 15, 2020

TIME: 7:00 p.m.

LOCATION: Sourdough Fire Station, 4541 S. 3<sup>rd</sup> 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/](http://www.hyalitefire.org/board-meeting-minutes/) or at the Hyalite Rural Fire District Administrative Offices, 4541 S. 3<sup>rd</sup> Rd., Bozeman, MT, during its standard business hours.*

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**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:**

Pat Wilson  
Bob Ogren  
Steve White  
Larry Thomas  
Michael Buffington, Volunteer Firefighter

<b>0:00:03</b>	<b>CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT</b> Chair Geddes called the meeting to order and reminded the public that the meeting was being recorded.  Chair Geddes asked for any public comment on non-agenda items. None given.  Chair Geddes reads a letter of Commendation to Assistant Chief Brian Nickolay for his work as Incident Commander of the Bridger Foothills Fire.  <i>[See Attachment A]</i>
<b>0:02:16</b>	<b>HYALITE CONSENT AGENDA</b> Chair Geddes asked if there were any requests to remove items from the Consent Agenda.  Chair Geddes asks for any public comment on the Consent Agenda – None given.  <b>Motion:</b> Trustee Miller made the motion to approve consent agenda as presented. Trustee Shrauger seconded the motion.

	<p><b>Vote:</b> Jarrett-Aye; Shrauger-Aye; Miller-Aye; Geddes-Yes. Unanimous approval.</p> <p><i>[See September 15, 2020 Board Packet for Consent Agenda items approved.]</i></p>
	<p><b>REGULAR AGENDA</b></p>
0:03:02	<p><b>Discussion and Decision – Reappropriation of SCBAs</b></p> <p>Chief Revisky provides background and requests the board give approval to solicit small fire departments in the State and give the old SCBAs to a fire department in need.</p> <p>Chair Geddes asks for board discussion.</p> <p>Trustee Shrauger asks what the estimated value of the gift might be. Chief Revisky advises this is unknown as they are no longer meet current standards. Trustee Jarrett points out that HRFD has been the recipient of equipment in the past. Trustee Shrauger agrees and mentions the receipt of turnouts in the past. Chair Geddes states he feels this is a good thing to do for emergency services community.</p> <p>Chair Geddes asks for public comment. None given.</p> <p>Chair Geddes asks for more board discussion – None given.</p> <p><b>Motion: Trustee Miller made a motion to find a small department in need to donate the gear.</b></p> <p><b>Second:</b> Trustee Jarrett seconded the motion.</p> <p>Chair Geddes asks for public comment on the motion. None given.</p> <p><b>Vote:</b> Jarrett-Yes; Shrauger-Yes; Miller-Yes; Geddes-Yes-Unanimous approval.</p>
0:06:35	<p><b>Discussion and Decision – Ambulance Transport</b></p> <p>Chair Geddes makes comments and suggests having two information sessions in October to present information and give the public a chance to ask questions. He states we have received e-mails from a few members of the community with questions. These e-mails will be attached to the minutes.</p> <p>Chief Revisky summarizes the committee report. Citizen and Committee member Steve White presents a spreadsheet of projected costs and revenues for different amounts of calls through a year. He makes comments on his thoughts on the proposal.</p>
0:20:09	<p>Chair Geddes makes comments and asks for board discussion. Chair Geddes asks about number of calls during a particular year. Chief Revisky advises accurate numbers are not available. Chief Revisky points out that the number of calls and numbers on the spreadsheet are conservative and pessimistic numbers. Citizen Steve White states one of the main points is that the ambulance transport service would stand on its own without using funds from Hyalite Fire.</p>



	<p>Trustees Shrauger asks about costs to the staff to track the calls. Chief Revisky advises there would be minimal to no costs. The hospital would provide the information for the billing company through a face sheet.</p> <p>Chair Geddes ask for more board discussion. Trustee Shrauger states he feels the cost numbers are not realistic and not including items such as heat, lights, insurance, maintenance, for purposes of the transport. Committee Member White and Chief Revisky goes over numbers and the costs that are already being paid and are not new costs.</p>
<b>0:30:36</b>	<p>Trustee Jarrett states the board and community decided a long time ago that one of the services the district would provide would be emergency medical response. The proposal is adding one more piece to that service – driving you to the hospital.</p> <p>More comments are made by Committee member White and Chair Geddes states there needs to be a clear distinction between new costs and costs that are already being incurred through HRFD’s operations. Chief Revisky gives background on what costs are already in place with the response to medical calls.</p> <p>Trustee Shrauger makes more comments in regards to costs. He also inquires as to who makes the transport calls. Chief Revisky responds it ultimately lies with the patient on whether or not they transport. Committee member White makes more comments on costs.</p>
<b>0:42:53</b>	<p>Chair Geddes asks for public comment. Community member Bob Ogren makes comments and asks questions. Chief Revisky provides background on obtaining numbers and logistics from the hospital.</p> <p>Chair Geddes states it’s very important to make the difference between new costs and existing costs. The ambulance is not a new piece of equipment additional to what we have. The ambulance has been scheduled for replacement through the capital replacement schedule. Chair Geddes also states he believes it is our fundamental duty to the residents of the district are well served. He is finding through the e-mails there is a misunderstanding that this is going to create an increase to the property taxes to the residents of the district, which it won’t and also a misperception that the board can raise taxes which the board can’t do.</p> <p>Committee member White makes more comments regarding the spreadsheet and a future guideline for budgeting. Trustee Geddes asks Chief Revisky the question if we chose to go ahead with the proposal and then decide not to go forward with the transport what would change from today. Chief Revisky answers.</p>
<b>0:51:04</b>	<p>Chair Geddes wants to make sure the public understands we essentially are already providing these services. EMTs are trained, we have the equipment and supplies. These are not new expenditures, and are not an expansion of services. The difference is actually taking the patient to the hospital.</p> <p>Chief Revisky gives more details on what additional tasks the EMTs will need to make in transporting a patient to the hospital. He explains he still wants to remain in a partnership with AMR as in the past but that we would be transporting the lower acuity patients to the hospital. Chief Revisky wants to re-emphasize the model is based on charging the taxpayers roughly a quarter of what they would be charged for a transport by the private ambulance company. There would be a cost savings to the residents in the district for ambulance transport.</p>

	<p>Trustees Jarrett and Shrauger makes comments and asks questions. Chief Revisky answers.</p> <p>Chair Geddes asks for more board discussion – None given.</p> <p>Chair Geddes asks for public comment – None given.</p> <p>Discussion is held for timelines.</p> <p>Chair Geddes requests having one more subcommittee meeting (to be held September 30) and then having an open house for the community on October 6<sup>th</sup> to provide information and answer any questions. Public comment will be welcome and encouraged.</p> <p>Chair Geddes proposes having a vote on the ambulance transport proposal at the next scheduled board meeting (October 20).</p> <p><i>[See Attachment B for Ambulance Transport Committee Progress Report, Including Spreadsheet; See Attachment C for e-mails received from community members]]</i></p>
<b>1:13:29</b>	<p><b>Discussion - Fire Chief's Report</b></p> <p>Chair Geddes asks for any board comments on the Chief's report – none given.</p> <p>Chair Geddes asks for public comment on the Chief's report – none given.</p> <p>Regarding the Pancake Breakfast - Chief Revisky advises he has met with the Health Department numerous times to make sure we are following proper protocols in light of the COVID-19 pandemic. Although the format will be different the Health Department approved our plan. No fire truck rides or bounce house will be available.</p> <p>Chair Geddes asks for board discussion on going forward with the Pancake Breakfast. The board advises they are fine with going forward with the Pancake Breakfast.</p> <p><i>[See Attachment D for Fire Chief's Report]</i></p>
<b>1:16:44</b>	<p><b>Trustees' Activities</b></p> <p>None</p>
<b>1:16:48</b>	<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• Special Meeting regarding the Ambulance Transport set for October 6, 2020</li> <li>• Next board meeting will be held October 20, 2020.</li> <li>• Pancake Breakfast October 3, 2020.</li> </ul>
<b>1:17:15</b>	<p><b>ADJOURNMENT</b></p>



## Hyalite Rural Fire District

4541 S. 3<sup>rd</sup> Rd.

Bozeman, MT 59715

Phone: (406)-586-3770

Web: [www.HyaliteFire.org](http://www.HyaliteFire.org)

Attachment A

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### Letter of Commendation

September 15, 2020

Brian Nickolay, Assistant Chief  
Hyalite Fire District  
4541 S. 3<sup>rd</sup> Ave  
Bozeman, MT 59715

RE: Bridger Foothills Fire

Dear Chief Nickolay,

The Hyalite Fire District Board of Trustees would like to recognize you for the outstanding performance and service that you provided to the community during the Bridger Foothills Fire. As the Incident Commander for the first 3 days of this large and devastating fire, you provided exceptional leadership in both Operations, Planning, and Logistics. The Bridger Foothills Fire was a rapidly expanding and explosive event that surprised many seasoned fire suppression agencies with its aggressive behavior.

As the Incident Commander, you remained calm and thoughtful in your management of the fire suppression resources, law enforcement officers performing evacuations of residents, and the state and federal agencies who responded to assist with the fire. After your 3 days as Incident Commander, you successfully transitioned management of the fire to a National Type 1 Incident Management Team. The Board is very proud of you and your actions, and we appreciate and thank you for your dedication to the safety of Gallatin County residents.

Sincerely,

Pete Geddes, Board Chair  
Hyalite Fire District

## **Ambulance Transport Committee Progress Report September 15, 2020**

The Ambulance Transport Committee is a group comprised of members of the public, Hyalite Fire District staff, and a Hyalite Fire District Board member. The last meeting was September 2, 2020 and was attended by Jason Revisky (Hyalite Fire Chief), Pat Wilson (community member), Steve White (community member), and Jason Jarrett (Hyalite Board Member). Our primary focus was on the creation of a spreadsheet to demonstrate projected costs and revenues for ambulance transports. You will find that spreadsheet attached to this document.

We also discussed many questions that have been brought up over the last few months as we have discussed the concept of the fire district providing ambulance transport services to the district residents. We organized the question into a Frequently Asked Questions (FAQ) format that we hope will be helpful for the public as we move into a series of information sessions. The following are just a few of those questions and the corresponding answers:

### **Background**

The Hyalite Fire District Board of Trustees is currently discussing the possibility of providing ambulance transport services for its residents based on the recommendation of Fire Chief Jason Revisky. Historically, the Hyalite Fire District has provided both fire and EMS emergency services to its residence, but the ambulance transport of those patients has been performed by a private ambulance service in Gallatin County (AMR). As the county population has grown radically over the last decade, AMR has struggled to provide consistent ambulance staffing for all 911 EMS calls for service in the county. As a result, the Hyalite Fire District has been dispatched with much greater regularity to provide ambulance transport services when AMR does not have an ambulance available to respond to a 911 EMS call. This has also affected the Bozeman Fire Department who respond with an ambulance to 911 EMS calls in the city of Bozeman when AMR does not have an ambulance available. While AMR has been a very good partner in providing EMS services to our residents, they have no legal or contractual obligation to provide EMS and/or ambulance service to the Hyalite Fire District. When they are unavailable, they simply just don't respond. It is imperative that we develop a robust and reliable EMS and ambulance transport system that ensures a high quality and consistent level of service to the residents of, and visitors to, the Hyalite Fire District.

- **Won't it cost a lot of money to purchase an ambulance?**

The Hyalite Fire District currently owns an ambulance that was purchased as a retired unit from the Big Sky Fire Department. In line with the Department's Capital Replacement Plan, it is due for replacement in FY21. Hence, there will be no additional costs outside of our budgeted capital replacement for an ambulance.

- **Since you own an ambulance, do you transport any patients at the moment?**

Yes. We transport patients when the private ambulance service is not available. This condition has become more acute in the last year as the private ambulance company is stretched beyond its current staffing capabilities. We feel that it is critically important we ensure reliable and consistent ambulance transport services to our residents without being reliant on a third-party, private ambulance service.

- **Will district residents be surprised or disturbed to receive a bill for ambulance transport services from the Hyalite Fire District when they have never received a bill from the district in the past?**

This is certainly possible, but could easily be mitigated with a letter of explanation describing our billing system. We believe once residents are educated with regard to the billing for ambulance services, especially that they are paying far less than they would have with the private ambulance company, their concerns will be effectively addressed and satisfied.

- **Will the fire district have a back-up for ambulance transport in the event where there are multiple and simultaneous medical calls requiring ambulance transport?**

Yes. The private ambulance service is still providing ambulance transport services in Gallatin County, subject to their staffing constraints. Central Valley Fire District provides ambulance transport services and will continue to be a mutual aid resource to the Hyalite Fire District for ambulance transport services.

- **Would Hyalite Fire transport patients from all EMS calls within the district boundaries?**

Not at this time. The current plan would be for the Hyalite Fire Department to be the primary transport agency for EMS calls that are designated by the 911 Center to be of low to moderate severity for the patient. This rating system is created by a computer-





Hyalite Admin <bookkeeper@hyalitefire.org>

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**Ambulance...**

1 message

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**Tony Wastcoat** <tony.wastcoat@gmail.com>  
To: Admin@hyalitefire.org

Sun, Sep 13, 2020 at 8:56 PM

For the record, I am opposed to the proposed expansion of service. Our volunteers have enough responsibility at present. Tax payers are stretched.

Thanks for accepting comments.

Tony Wastcoat  
Past Sourdough volunteer fireman and current taxpayer



Hyalite Admin &lt;bookkeeper@hyalitefire.org&gt;

## Sep 15 HRFD Board Mtng - Ambulance Trans Svc

1 message

**Murdock** <donmarmurdock@montana.net>

Mon, Sep 14, 2020 at 3:01 PM

To: Hyalite Rural Fire Dist &lt;admin@hyalitefire.org&gt;

Cc: Nick Shrauger &lt;mtnick@gmail.com&gt;, DMurdock &lt;donmarmurdock@montana.net&gt;

HRFD Board. Here are some of my cmts. 1. What is the purpose of this project: over all financially is it an "income producer", an "expense producer", a break-even situation or just a "good will to community"? 2. What is the projected income from this proposal? 3. What are the one-time costs (new vehicle(s), increased number of personnel needing additional lodging, addl inside parking space(s), etc)? 4. What are the recurring costs (increased staffing & training, equipment, maintenance, etc)? Who/how are the administrative costs (billing, collection, reporting, etc) going to be handled for this possibly "new/expanded" mission? IF this were a real money maker for Gallatin Valley RFDs, why are they not already doing this mission? Also we are a Rural "FIRE" dept...and not a Rural "AMBULANCE TRANS SVC" Dept.

As we've seen all too vividly this past 10 days, there are times, fortunately rarely, when massive amounts of fire fighting capability is necessary. Short of a passenger train derailing (NP no longer runs through BZN), a BIG passenger plane crashes into the "Brick" during a sold out athletic/music event or a different "mass cal" event occurs, I think the existing Gallatin Valley ambulance transportation situation seems to be satisfactory. Just ask the hard questions, deliberate them thoroughly and then make your proposal known to all the residents of the HRFD. After all, we're the ones who will probably financially support the ultimate decision the Board makes. Don H. Murdock (91 Trails End Rd), 587.7401





Hyalite Admin &lt;bookkeeper@hyalitefire.org&gt;

## Proposed Ambulance Service

1 message

**Wayne Gipp** <pigsky2@me.com>

Tue, Sep 15, 2020 at 2:04 PM

To: admin@hyalitefire.org

Cc: Nick Shrauger &lt;mtnick54@gmail.com&gt;

To: HRFD Board of Trustees

Fr: Wayne Gipp, HRFD resident and taxpayer

Re: Proposed Ambulance service

I have been following with interest the Chief's request to add medical transport to the services provided by HRFD. I do this to the extent possible on the HRFD website, but also from information shared by Nick Shrauger. I feel that the Chief and Board need to provide more details and documented facts as well as an opportunity to "vote" on the final proposal via a mail survey, before any final decisions are made.

Based on the information that I have, I have a few questions:

1. Can you provide documentation for the costs and revenues in the spreadsheet prepared by the Ambulance Committee? Costs seem low and income projections high to me.
2. Can you share Central Valley (Belgrade) Fire's costs, revenue, and experiences relative to their Ambulance Service ? If you have data and input from other fire departments/districts or other services it would be appropriate to share that also.
3. How many medical transport calls are currently made within the HRFD: Total? by HRFD? by AMR? by others?
4. How many requests for medical transport within HRFD are not responded to due to the unavailability of response units from any entity?
  - 4a. The spreadsheet implies that 40% of the calls will be out of district. That therefore implies that a large number of requests for medical transport within the valley are not being responded to because of unavailability of response units..do you have data to support this need?
5. Is the \$500 proposed fee for HRFD residents applied to all medical responses or only to responses that result in actual transport?
6. Is it appropriate (legal?) for HRFD to use tax dollars to subsidize a profit making service? The spreadsheet prepared by the Ambulance Committee presents the service as making a profit. A related question: Is it appropriate to charge resident taxpayers \$500/call when the projected actual additional cost per run is \$128 (or \$248 if the replacement cost for the initial tax dollar purchased ambulance is included)?
7. What is the Medicare approved reimbursement rate for Ambulance Transport in our area?
8. Is the proposal to increase the level of service from BLS to ALS? If so, does HRFD have sufficient qualified staff (paramedics) to support that level of service?
9. Does HRFD have the correct type and the correct amount of liability insurance/protection for the likely increased liability exposure connected with medically related service?

At this point I am neutral on HRFD adding medical transport service. However, I cannot support the proposal until more justification, details and information are provided by the Chief and Board.

Thanks for the opportunity for input.

## **Hyalite Rural Fire District**

### **Fire Chief's Report**

### **September 2020**

Prepared by: Fire Chief Jason Revisky

1. The Hyalite Fire Department has responded to 364 calls in 2020 (as of 9/01/2020).
2. Our current roster is at 43 members (effective 9/01/2020).
3. We currently have 8 resident firefighters living at the Sourdough Fire Station.
4. We had re-instated staffing at the Cottonwood Fire Station but due to COVID-19 concerns staffing has again been suspended at the Cottonwood Fire Station.
5. We still have 3 resident renters at the Rae house.
6. We have experienced no firefighter injuries or significant mechanical breakdowns in the last month.
7. The Fall Recruit Academy began September 9, 2020.
8. Solar Project is set to start in mid-October.
9. Station signage is progressing. The lettering is being prepared and should be ready for installation soon.
10. Pancake Breakfast is currently scheduled for October 3, 2020.

**Consent Agenda End**

# **Regular Agenda Item 1**

**Letter from Gallatin  
City-County Health  
Department**



A RESOURCE FOR HEALTHY LIVING FROM THE  
GALLATIN CITY-COUNTY HEALTH DEPARTMENT

HUMAN SERVICES • 406.582.3100, [hs@gallatin.mt.gov](mailto:hs@gallatin.mt.gov)  
ENVIRONMENTAL HEALTH • 406.582.3120, [ehs@gallatin.mt.gov](mailto:ehs@gallatin.mt.gov)  
WIC • 406.582.3115, [wic@gallatin.mt.gov](mailto:wic@gallatin.mt.gov)

[healthygallatin.org](http://healthygallatin.org)

**Date:** 9/22/2020 10:37 AM  
**To:** Jamie Grabinski, Grants Coordinator, Gallatin County  
**From:** Keith Wilson, Finance Officer, GCCHD  
**Subject:** MT CRF LGS #3 HRFD

I have reviewed the documentation submitted by Hyalite Rural Fire District for costs incurred from March 12 – August 29, 2020 and have found HRFD eligible for reimbursement under the MT CRF Local Government Reimbursement Program for \$104,421.75.

Non-personnel costs	\$1,074.36
FY2020 Personnel Costs, presumptively eligible	\$52,599.67
FY2021 Personnel Costs, presumptively eligible	\$50,747.72
	<u>\$104,421.75</u>

FY2020 Personnel Costs for presumptively eligible employees included hours worked from 3/12/2020 – 06/27/2020. Costs disallowed for this period totaled \$6,602.97 in paid time off.

FY2021 Personnel Costs included hours worked from 06/28/2020 – 08/29/2020. Costs disallowed for this period totaled \$5,138.46 in paid time off.

I recommend including \$104,421.75 of HRFD costs in Gallatin County's MT CRF LGS Submission #3.



**KEITH WILSON, CGFM** / Finance Officer

GALLATIN CITY-COUNTY HEALTH DEPARTMENT

P 406 582 3103 / F 406 582 3112 / E [keith.wilson@gallatin.mt.gov](mailto:keith.wilson@gallatin.mt.gov)



# **Regular Agenda Item 2**

**Communication Letter from  
Tangero & Company**

September 24, 2020

To the Board of Trustees  
Hyalite Rural Fire District  
Bozeman, Montana

We are engaged to audit the financial statements of the governmental activities and each major fund of the Hyalite Rural Fire District for the year ended June 30, 2020. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated June 7, 2018, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of Hyalite Rural Fire District. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of Hyalite Rural Fire District's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis, budgetary comparison information, the schedule of proportionate share of the net pension liability, and the schedule of contributions, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

September 24, 2020  
To the Board of Trustees  
Hyalite Rural Fire District  
Page 2

Planned Scope, Timing of the Audit, and Other (Continued)

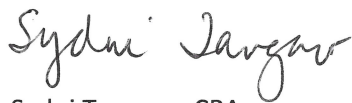
Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately September 28, 2020 and issue our report no later than December 31, 2020. Sydni Tangaro is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Trustees and management of Hyalite Rural Fire District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

TANGARO & COMPANY CPAS, PLLC



By: Sydni Tangaro, CPA



# **Regular Agenda Item 5**

## **Fire Chief's Report**

# **Hyalite Rural Fire District**

## **Fire Chief's Report**

### **October 2020**

Prepared by: Fire Chief Jason Revisky

1. The Hyalite Fire Department has responded to 426 calls in 2020 (as of 10/01/2020).
2. Our current roster is at 50 members (effective 10/01/2020).
3. We currently have 8 resident firefighters living at the Sourdough Fire Station.
4. We had re-instated staffing at the Cottonwood Fire Station but due to COVID-19 concerns staffing has again been suspended at the Cottonwood Fire Station.
5. We still have 3 resident renters at the Rae house.
6. We have experienced no firefighter injuries or significant mechanical breakdowns in the last month.
7. The Recruit Academy is going well and about half way completed.
8. The Pancake Breakfast was a great success. The volunteer firefighters received over \$1,500 in donations.