



Hyalite Rural Fire District

Board Meeting Synopsis Approval Form

The written synopsis of the October 18, 2022 Hyalite Rural Fire District (HRFD) Board of Trustees Regular Board Meeting was approved by motion of the HRFD Board of Trustees on January 17, 2023.



Vice Chair Signature

Justin Miller

Printed Name



Secretary Signature

Ken Beideman

Printed Name

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

DATE: OCTOBER 18, 2022

TIME: 7:00 p.m.

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

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:

Justin Miller
Jason Jarrett
Walt Zidack
Ken Beideman

STAFF IN ATTENDANCE:

Brian Nickolay, Fire Chief
Chris Dahlhauser, Assistant Fire Chief
Sheryl Wyman, Administrative Assistant

PUBLIC IN ATTENDANCE:

Reid Templeton, Volunteer Firefighter
Aaron Constantino, Volunteer Firefighter
Collin Rose, Volunteer Firefighter

0:00:03	CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT Vice Chair Miller called the meeting to order and reminded everyone the meeting is being recorded. He asked for any public comment on non-agenda items. None given. HYALITE CONSENT AGENDA Vice Chair Miller asks if there are any requests to pull anything from the Consent Agenda. None given. Motion: Vice Chair Miller asks for a motion to approve the consent agenda. Trustee Jarrett so moves. Trustee Zidack seconded the motion.
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	<p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes Miller-Yes; Unanimous approval.</p> <p><i>[See September 13, 2022 Board Packet for Consent Agenda items Approved]</i></p>
	<p>REGULAR AGENDA</p>
0:00:40	<p>Agenda Item 1 – Discussion and Decision – Rental Agreement with Mountain Hot Tub</p> <p>Chief Nickolay discusses rental agreement with Mountain Hot Tub. The Chief asked for a legal review with the County. They found no issues with the agreement. They couldn't give a recommendation because the State Code does not specify a fire district or trustees can lease their land. The agreement is a month to month agreement with either party able to get out with a 30 day notice. The fee is \$500 per month. Mountain Hot Tub is responsible for snow removal and lawn cutting. No alterations will be made to the property.</p> <p>Trustee Beideman asks questions regarding insurance. Trustee Jarrett states Montanan Statue is historically permissive. Discussion is held. Trustee Zidack makes sure it is noted that the parking is for Mountain Hot Tub employee parking only but not for customer parking. Chief Nickolay and Trustee Zidack had a meeting with Mountain Hot Tub and possible improvements may be made in the future which would benefit the fire district. Further discussion is held.</p> <p>Vice Chair Miller asks for any public comment. None given.</p> <p>Motion: Trustee Zidack makes a motion to approve the rental agreement with Mountain Hot Tub for the portion of land on the north end of the Rae property.</p> <p>Trustee Jarrett seconded the motion.</p> <p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes Miller-Yes; Unanimous approval.</p> <p><i>[See Attachment A – Rental Agreement with Mountain Hot Tub]</i></p>
0:08:03	<p>Agenda Item 2 – Discussion and Decision – Purchase of New Ambulance</p> <p>Chief Nickolay states this is an opportunity presented to us. Central Valley reached out they have a used ambulance and wanted to see if we would be interested in purchasing the ambulance. The procurement policy for the district states that if we make a purchase between \$10,000 and \$80,000 we can purchase via competitive bid rather than an RFP. The purchase price for the ambulance is \$10,000. Chief Nickolay discusses the value of the ambulance for a used vehicle. The cheapest comparable vehicle he could find was \$15,000. The ambulance has 72,000 miles on it and the motor has 28,000 miles.</p> <p>Chief Nickolay discusses the status of each of the ambulances currently owned. Ambulance 6 would go into reserve status. If this ambulance is purchases it would be stationed at Cottonwood and used as the back-up ambulance.</p>

	<p>Additional costs will include the installation of the cot, rebadging, installation of a cot and installation of radios for a total projected cost of \$18,400.</p> <p>Vice Chair Miller asks for board discussion.</p> <p>Trustees Jarrett and Zidack makes comments. Trustee Jarrett asks if it is necessary. He inquires if the money is available. Chief Nickolay states it would give some cushion to the capital replacement plan for a new ambulance to move further down the road. Trustee Zidack asks about space concerns. Chief Nickolay states with this purchase we would be full.</p> <p>Motion: Trustee Jarrett moves to approve.</p> <p>Trustee Zidack seconded the motion.</p> <p>Vote: Jarrett-Yes; Zidack-Yes; Beideman-Yes Miller-Yes; Unanimous approval.</p> <p><i>[See Attachment B – Proposal for Used Ambulance Purchase]</i></p>
<p>0:19:12</p>	<p>Agenda Item 3 – Fire Chief's Report</p> <p>Chief Nickolay presents his fire chief's report. There has been a great deal of moving volunteers around in the resident program but all spots will be filled by the end of the month.</p> <p>Our fall firefighter recruit academy is well underway. The academy recently completed their first round of testing for Firefighter 1 certification.</p> <p>Several of our captains participated in a command training with the Bozeman Fire Department on September 13th.</p> <p>Captain Malone has been participating in coaching the Gallatin Valley Fire Academy which consists of new recruits for the three career fire departments (City of Bozeman, Central Valley Fire District & Big Sky Fire District).</p> <p>Fire Chief Nickolay, Lieutenants Templeton and Filce attended the State of Montana Fire Convention in Butte, MT on October 6th - 8th.</p> <p>Fire Chief Nickolay deployed with the MT DNRC County Assist Team to the Murray Fire outside of Drummond, MT. We were able to utilize the DNRC backfill option for the fire district. Backfill allows our paid staff to fill in on overtime which will be reimbursed by the DNRC.</p> <p>Hyalite Fire participated in a county wide active killer training at the Sacajawea Middle School. The training was put on by Gallatin County Emergency Management. The purpose of the training was to practice the rescue task force model being adopted by agencies in Gallatin County. Nearly all the law enforcement agencies and several fire departments participated in the training. Assistant Chief</p>

	<p>Dahlhauser helped with the planning and execution of the training from the fire and EMS side. Gallatin County Emergency Management was very appreciative of Chris's efforts in helping with the training.</p> <p>The Hyalite Fire District assisted the City of Bozeman with a multi unit residential structure fire on October 3rd. We were able to send one command unit and one engine to help. We also were able to staff an additional engine to assist with backfill for the City of Bozeman.</p> <p>The Hyalite Fire District assisted the Central Valley Fire District with a multi unit residential structure fire on October 8th. We were able to send one command unit and one engine to help.</p> <p>Fire Chief Nickolay was appointed as chair of the Gallatin County Fire Council communications committee. Hyalite Fire is now chairing two committees of the fire council. Assistant Chief Dahlhauser is chair of the training committee.</p> <p>Ambulance transport plan is complete. Assistant Chief Dahlhauser is working on billing issues with emergency reporting.</p> <p>Engine 6-2 failed its annual pump test. Captain Prato looked into the issue and found an issue with the pump transmission driveline. Extensive repairs to the pump and transmission have been performed by Captain Prato. Engine 6-2 is back in service with limitations as we are waiting for Big Sky Fire Equipment to come back and re-pump test.</p> <p><i>[See Attachment C – Fire Chief's Report and Call Reports]</i></p>
<p>0:27:14</p>	<p>Trustees' Activities</p> <p>Trustee Beideman's Report from the Montana Fire Trustees Association Meeting held in Butte on October 1, 2022.</p> <p>Trustee Beideman discusses some of the subjects talked about:</p> <ul style="list-style-type: none"> • District Growth – Trustee Beideman sees concerns of exposure for the Rae Fire Station and provides suggestions to bring more awareness for Rae. Chief Nickolay states our biggest problem in having an event at Rae is space. • New Station – An architect was present and stated he would be willing to come to a meeting and make a presentation. • Publicity – Discussion was held regarding the website, Facebook, and a possible newsletter. Chief Nickolay states we make one to three posts a week on both Facebook and Instagram. Our recruiting activities are all posted on social media. We had previously looked at having a newsletter but was cost prohibitive. • Firefighters and Cancer – Discussion was held regarding our decontamination procedures and steps to take with a new station to include decontamination areas.

	Trustee Beideman states in general it was a good meeting.
	Discussion is held between the Trustees and Chief Nickolay.
0:53:19	Announcements <ul style="list-style-type: none"> • Next board meeting set for November 15, 2022
0:54:07	ADJOURNMENT

LAND USE RENTAL AGREEMENT

1. THE PARTIES. This Land Use Rental Agreement ("Agreement") made this 8/1/22 is between:

Land Owner: Hyalite Rural Fire District with a mailing address of 4541 S. 3rd Road. Bozeman, MT 59715 ("Land Owner"), AND

Tenant: Mountain Hot Tub 8488 Huffine Lane. Bozeman, MT 59718 ("Tenant").

Land Owner and Tenant are each referred to herein as a "Party" and, collectively, as the "Parties."

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and agreements contained herein, the Tenant agrees to rent usage for employee parking on the Premises from the Land Owner under the following terms and conditions:

2. AGREEMENT TYPE. This Agreement shall be considered a:

- Month-to-Month agreement. The Tenant shall be allowed to park on the Premises on a month-to-month arrangement starting on 8/1/22 and ending upon notice of 30 days from either Party to the other Party ("Agreement Term").

3. PURPOSE. The Tenant may only use the Premises as:

- Employee Parking

4. THE PROPERTY. The Land owner agrees to lease the described property below to the Tenant:

- a) Physical Address: 5370 Gooch Hill Road. Bozeman, MT 59718
- b) On the north end of the lot, unimproved open field, north of the field driveway approach

5. RENT. The Tenant shall pay the Land owner, in equal monthly installments, \$500.00 ("Rent"). The Rent shall be due on the 1st of every month ("Due Date") and paid under the following instructions:

- Mailed or hand delivered to the Hyalite Rural Fire District, 4541 S. 3rd Rd. Bozeman, MT 59715

6. LATE FEE. If Rent is not paid on the Due Date:

- There shall be No Late Fee if Rent is late.

7. SECURITY DEPOSIT. As part of this Agreement:

- The Land owner does not require a Security Deposit as part of this Agreement.

8. EARLY TERMINATION. The Land owner or Tenant:

- Shall have the right to terminate this Agreement at any time by providing at least 30 days' notice.

9. SUBLETTING. The Tenant shall not be able to sublet the Premises.

10. MAINTENANCE, REPAIRS, OR ALTERATIONS. The Tenant may not make any alterations to the leased premises without the consent of the Land owner. The Tenant shall be responsible for snow removal or mowing in order to maintain a parking area as needed.

11. COMPLIANCE WITH LAW. The Tenant agrees that during the term of the Agreement, to promptly comply with any present and future laws, ordinances, orders, rules, regulations, and requirements of the Federal, State, County, City, and Municipal government or any of their departments, bureaus, boards, commissions and officials thereof with respect to the premises, or the use or occupancy thereof, whether said compliance shall be ordered or directed to or against the Tenant, the Land owner, or both.

12. DISPUTES. If a dispute arises during or after the term of this Agreement between the Land owner and Tenant, they shall agree to hold negotiations amongst themselves, in "good faith", before any litigation.

13. INDEMNIFICATION. The Land owner shall not be liable for any damage or injury to the Tenant, or any other person, or to any property, occurring on the Premises, or any part thereof, and the Tenant agrees to hold the Landlord harmless from any claims or damages unless caused solely by the Land owner's negligence.

14. ENTIRE AGREEMENT. This Agreement contains all the terms agreed to by the parties relating to its subject matter including any attachments or addendums. This Agreement replaces all previous discussions, understandings, and oral agreements. The Land owner and Tenant agree to the terms and conditions and shall be bound until the end of the Lease Term.

Land Owner's Signature _____ **Date:** _____

Print Name: _____

Tenant's Signature  _____ **Date:** 10/4/2022

Print Name: Kelly King, Owner, Mountain Hot Tub



Hyalite Fire District

4541 S. 3rd Road

Bozeman, MT 59715

(406) 586 – 3770

Proposal for purchase of used ambulance (A-6-2)

Purpose:

The purpose for the purchase of a used ambulance would be to expand our ambulance transport capabilities. As well as give us the capability to have a reserve ambulance in our fleet. As the fire district continues to develop and increase in population, the need for ambulance transport services will continue to increase. The opportunity to purchase this ambulance would be a great cost savings to the Hyalite Fire District.

Proposal:

The Hyalite Fire District has the opportunity to purchase a used ambulance from the Central Valley Fire District. We currently own and operate two ambulances. Ambulance 6-1 which is a 2021 Ford Transit type 2 ambulance, purchased in 2021. Ambulance 6 which is a 2000 Ford F-450 type 1 ambulance which we purchased used from the Big Sky Fire District in 2010. Ambulance 6 is approaching 175,000 miles on the vehicle and has experienced some mechanical issues given its age and use. Ambulance 6 is still in usable condition and would fit the need as a reserve status ambulance. The opportunity has arisen to purchase a used ambulance at a significant cost savings compared to the current used ambulance market. The ambulance Central Valley has for sale is a 2005 Ford F-450 type 1 ambulance built by Wheeled Coach. The ambulance has 72,000 miles on it and has no current mechanical issues. The ambulance had an engine replacement done in 2016. The new engine has approximately 28,000 miles on it.

Ambulance 6-1 is the primary use ambulance out of the Sourdough Fire Station. Ambulance 6-1 is used for transports during the day on weekdays and day and night on weekends. Ambulance 6 is out of the Cottonwood Fire Station and used for transports weekdays at night. Given we currently operate two ambulances out of two different fire stations, we do not have a reserve ambulance. If we were to purchase this used ambulance it would give us the opportunity to move ambulance 6 to a reserve status as a backup to ambulance 6-1 and the new ambulance 6-2. This purchase would hopefully buy us a little more life in our ambulance fleet before we need to look at another new

ambulance. Placing the Ambulance 6 as reserve at the Rae Fire Station would also give us the opportunity to utilize an ambulance for EMS calls out of Rae station and save wear and tear on our fire engines.

The Central Valley Fire District is offering to sell the ambulance to the Hyalite Fire District for \$10,000.00. This price is well under the current market value for used ambulances which starts around \$25,000.00 for a vehicle with significantly higher miles in the range of 250,000 and above. The purchase price to get this ambulance into service would be -

\$10,000.00 Purchase price from the Central Valley Fire District.

\$ 2,400.00 Installation of the cot.

\$ 4,500.00 Cost to reapply decals to the exterior.

\$ 1,500.00 Cost to install radios.

Total project cost - \$18,400.00





Hyalite Rural Fire District

Fire Chief's Report

October 2022

Prepared by: Fire Chief Brian Nickolay

1. The Hyalite Fire District has responded to 463 calls as of October 1st 2022.
 - Call volume as of October 2021 - 474
 - Call volume as of October 2020 - 426
 - Call volume as of October 2019 - 395
2. Our current roster is at 46 members (effective 10/1/2022).
3. We currently have 6 resident firefighters living at the Sourdough Fire Station.
 - Sourdough resident firefighters continue to fill weekend shifts Friday 7pm – Monday 7am
 - We had two firefighters leave the Sourdough Resident Program in September. Conner Killeen relocated to Grand Junction, Colorado after graduating from MSU this spring. Juliette Moore has taken a nursing position in Grand Junction, CO after graduating this spring from MSU.
 - We are in the process of bringing two new resident firefighters into the Sourdough Resident Program. Ted Yewer and Tyler Newell will be moving into Sourdough this month. This will bring our staffing of Sourdough residents back to eight.
4. We currently have 4 resident firefighters living at the Cottonwood Fire Station.
 - Cottonwood resident firefighters continue to fill weekday night shifts Monday – Thursday 7pm – 7am.
5. We currently have 4 resident renters at the Rae house.
 - Alex Phillips will be moving out of the Rae House this October after a job change. Alex will remain a member of the Fire District. Andrew Sprague will be moving in to take the open position.
 - Rae renters continue to be offered incentive in discounted rent for responding to 30% of the call volume per month.

6. In the course of 2022 so far we have had four of eight residents move out of the Sourdough Fire Station. One resident moved out of Cottonwood and one moved out of the Rae house. We have been able to refill the six vacancies with members of the fire district almost immediately. I believe it speaks volume of the success of our resident program and the interest from our volunteers.

7. Non-resident volunteer firefighters continue to cover 6 hour shifts at the Sourdough Fire Station on Monday – Friday 7am – 7pm. This staffing level allows us to keep a crew on duty at the fire station 24 hours a day, 7 days a week.

8. We continue our regular multi company fire and EMS training every Wednesday night and command training twice a month.

9. Our fall firefighter recruit academy is well underway. Captain Malone got the academy started at the beginning of September. We brought on six new firefighters. The academy recently completed their first round of testing with MSU Montana Fire Services Training School. All members successfully completed their first testing for Firefighter 1 certification.

10. Several of our Captains participated in a command training hosted by the Bozeman Fire Department on September 13th. It was the first mutual aid command training a department besides Hyalite has hosted in several years. We hope to see it become a regular event.

11. Captain Malone has been participating in coaching the Gallatin Valley Fire Academy which consists of new recruits for the three career fire departments (City of Bozeman, Central Valley Fire District & Big Sky Fire District) in Gallatin County. Malone's participation is helping keep training standards and similar operating procedures with our mutual aid partners.

12. Fire Chief Nickolay, Lieutenants Templeton and Filce attended the State of Montana Fire Convention in Butte, MT on October 6th - 8th. The convention is put on by the Montana State Fire Chiefs Association. All participants got a lot out of the training and networking opportunities. A lot of what was received was validation that the Hyalite Fire District is properly training and caring for our members.

13. Fire Chief Nickolay deployed with the MT DNRC County Assist Team to the Murray Fire outside of Drummond, MT. Chief Nickolay filled the role as a task force leader for the incident. The deployment was September 6th - 14th. Staffing for Hyalite was not affected. We were able to utilize the DNRC backfill model to fill shifts I was absent from. Backfill allows our paid staff to fill in on overtime which will be reimbursed by the DNRC.

14. Hyalite Fire participated in a county wide active killer training on October 5th at the Sacajawea Middle School. The training was put on by Gallatin County Emergency Management. The purpose of the training was to practice the rescue task force model being adopted by agencies in Gallatin County. Nearly all the law enforcement agencies and several fire departments participated in the training. Assistant Chief Dahlhauser helped with the planning and execution of the training from the fire and EMS side. Gallatin County Emergency Management was very appreciative of Chris's efforts in helping with the training.

15. The Hyalite Fire District assisted the City of Bozeman with a multi unit residential structure fire on October 3rd. We were able to send one command unit and one engine to help. We also were able to staff an additional engine to assist with backfill for the City of Bozeman.

16. The Hyalite Fire District assisted the Central Valley Fire District with a multi unit residential structure fire on October 8th. We were able to send one command unit and one engine to help.

17. Fire Chief Nickolay was appointed as chair of the Gallatin County Fire Council communications committee. Hyalite Fire is now chairing two committees of the fire council. Assistant Chief Dahlhauser is chair of the training committee.

18. Our ambulance transport plan is complete.

- We have Ambulance 6 and Ambulance 6-1 in service.
- Staff has resolved final issues with Medicare and Medicaid to get billing in place.
- Staff has met with our medical control doctor at Bozeman Health and finalized our transport plan.
- Our firefighter/EMTs are trained for ambulance transport functions. Training will be a continuous effort.
- All needed equipment has been purchased.
- Issues with EPCRs through Emergency Reporting have been resolved.
- We have been actively transporting patients with our ambulances in the past month. We should expect to see collections from these transports. A monthly detailed report of transports will be included in further chiefs reports.

19. We have experienced no firefighter injuries in the last month.

20. Engine 6-2 annual pump testing in September. Captain Prato looked into the issue and found an issue with the pump transmission driveline. Extensive repairs to the pump and transmission have been performed by Captain Prato. Engine 6-2 is back in service with limitations as we are waiting for Big Sky Fire Equipment to come back and re-pump

test. Captain Prato was able to complete the repairs with the training he received at the Waterous Pump school he attended last year. Engine 6-2 was out of service from September 7th until October 13th.

21. All Hyalite Fire apparatus are in service.

Hyalite Fire Department

Bozeman, MT

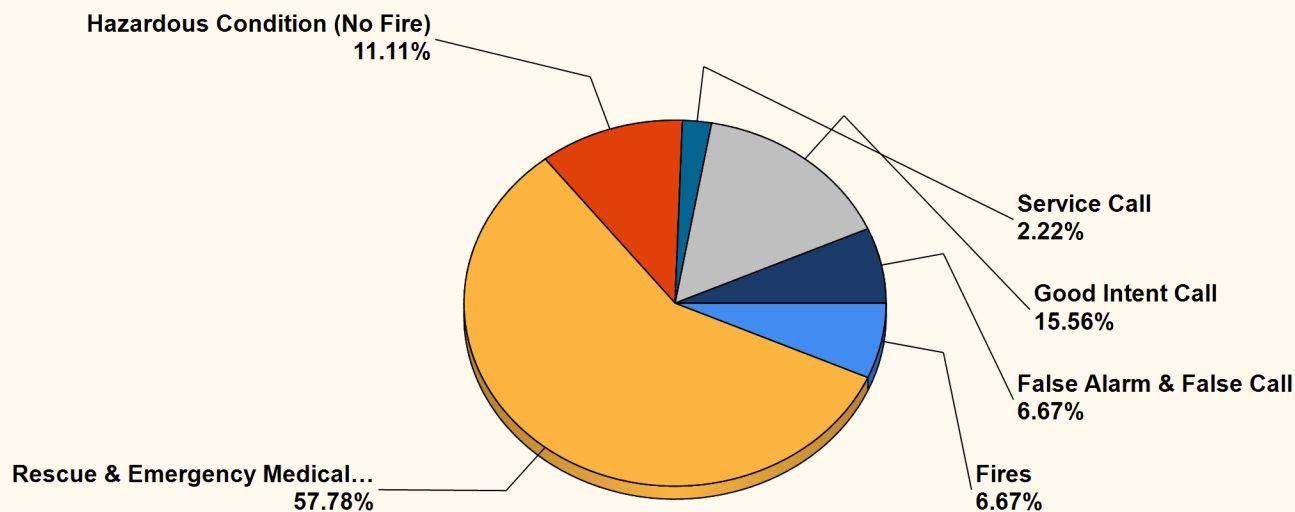
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Attachment C



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2022 | End Date: 09/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	6.67%
Rescue & Emergency Medical Service	26	57.78%
Hazardous Condition (No Fire)	5	11.11%
Service Call	1	2.22%
Good Intent Call	7	15.56%
False Alarm & False Call	3	6.67%
TOTAL	45	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

Attachment C

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	2.22%
141 - Forest, woods or wildland fire	1	2.22%
143 - Grass fire	1	2.22%
321 - EMS call, excluding vehicle accident with injury	16	35.56%
322 - Motor vehicle accident with injuries	6	13.33%
324 - Motor vehicle accident with no injuries.	3	6.67%
372 - Trapped by power lines	1	2.22%
412 - Gas leak (natural gas or LPG)	4	8.89%
463 - Vehicle accident, general cleanup	1	2.22%
500 - Service Call, other	1	2.22%
611 - Dispatched & cancelled en route	7	15.56%
700 - False alarm or false call, other	1	2.22%
734 - Heat detector activation due to malfunction	1	2.22%
743 - Smoke detector activation, no fire - unintentional	1	2.22%
TOTAL INCIDENTS:	45	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Patient Transport and Refusal Counts per Incident Type for Date Range (NEMSIS 3 Incidents Only)

Incident Status(s): All Incident Statuses | Start Incident Type: 100 | End Incident Type: 911 | Start Date: 09/01/2022 | End Date: 09/30/2022

INCIDENT TYPE	INCIDENT COUNT	PATIENT COUNT	PATIENT TRANSPORTS	PATIENT REFUSALS
321 - EMS call, excluding vehicle accident with injury				
Total:	9	10	6	3
322 - Motor vehicle accident with injuries				
Total:	3	5	1	3
324 - Motor vehicle accident with no injuries.				
Total:	1	2	0	2
463 - Vehicle accident, general cleanup				
Total:	1	2	0	2
Totals for All Incidents Types:	14	19	7	10

INCIDENT COUNT = Total # of calls that include Patients, PATIENT COUNT = Total # of Patients for that grouping, PATIENT TRANSPORTS = Total # of Patients for that group who were transported by that department, PATIENT REFUSALS = Total # of Patients who refused care (whether or not they were transported).

