



**CENTRAL VALLEY FIRE DISTRICT  
BOARD OF TRUSTEES MEETING**

215 Wings Way  
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**MEETING PLACE:** Central Valley Fire District, Station 1  
215 Wings Way, Belgrade, MT

**DATE:** December 12, 2023

**TIME:** 5:30 p.m.

<b>ATTENDANCE:</b>		<b><u>(Present)</u></b>	<b><u>(Absent)</u></b>
<b>Trustees:</b>	Ty Elliot, Chair	X	
	Mark MacLeod, Sec/Treas.	X	
	Justin Varley	X	
	Ron Murray	X	
	Darren Wilkins	X	
<b>Acting Fire Chief:</b>	Jake Zlomie	X	
<b>Acting Fire Marshal:</b>	Brandon Yung	X	
<b>Operations Chief:</b>	Vacant	X	
<b>Acting Clerk:</b>	Debbie Bloem	X	
<b>City Representative:</b>	Jim Simon	X	

**NOTICE:** **ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT BOARD  
OF TRUSTEES ARE RECORDED**

**GUESTS/VISITORS:** John Hinkle, Briana Scherrer, Rob and Mo Holt, Collin Brozka, Brinn Fiorentino,  
Jason Anderson, Will Roberts, Dustin Pitman, Gus Holcomb (remotely)

Meeting was called to order at 5:30 p.m.

Chairman Elliot led the Pledge of Allegiance.

**AGENDA:** As presented.

**PROMOTIONAL CEREMONY:**

Acting Fire Chief Jake Zlomie introduced the following members to be recognized upon their **promotion to Engineer:**

Firefighter Kyle Davis,

Firefighter Cody Lipperd

Firefighter Tyler Samlowski

Firefighter Jacob Strickler (in absentia, due to a prior commitment)

Firefighter Nicholas Tucker

Chairman Elliot administered the Oath of Office along with words of appreciation.

**MINUTES:** Trustee MacLeod moved to approve the **November 14, 2023 minutes** as submitted. Trustee Varley seconded the motion. The motion was unanimously approved.

**FINANCIAL REPORTS:** Trustee MacLeod moved to approve **the financial reports**. Trustee Wilkins seconded the motion. The motion was unanimously approved.

**COMMUNICATIONS:** The department received a heartfelt thank you note for the response of A Shift to an MVA, for their kindness, comfort and commitment.

**PUBLIC COMMENT:** **Reese Creek resident Rob Holt** expressed concerns for the community and for the members of the department upon the failure of the mill levy and the increase in property taxes. As the population in the valley and the volume of passengers traveling through the airport increases, he recommended that avenues be explored for the realization of revenue from airport patrons and that a task force be formed well in advance of any future mill levy proposals to educate the voters regarding the need for additional revenue.

**FIRE CHIEF REPORT:** As submitted.  
**Acting Fire Chief Zlomie** introduced summary pages for discussion and action items for board meetings and handed out binders with relevant documents for

reference for each trustee. He also recognized members of the department for 5 and 10 years of service.

Brandon Yung has been appointed to **Acting Fire Marshal** and after a hiring process, Samantha Honatke has been hired as the **Financial Manager**. The seasonal maintenance position will be opened soon. Chief Zlomie recommends hiring a **mechanic** to assist Fleet Manager Smith with the fleet maintenance, using salary cost savings from current position vacancies.

CVFD has received a rating of 4 from **ISO**, "decreasing" from a 3 after the July site visit. The department has a year to work on improving that rating before it is published and plans to specifically work on the water supply and training areas. An action plan will be available at future meetings.

Chief Zlomie reviewed the current **interlocal agreements**. The transition services ILA with the City of Belgrade has now been terminated. The ILA with the City of Belgrade for the office space use for the City Engineers is still in effect. The ILA with the Airport Authority is for the land lease for Station 1 and the Montana Firefighter Testing Consortium provides annual testing for firefighter hiring. The budget process for **FY25 preliminary budget** will begin soon.

The auditors from Rudd and Company have been on site conducting the **FY23 annual audit**.

**Training** has included the certification of four new car seat techs, training with the airport, and volunteer training with Hyalite Fire on rural water supply.

#### **OPERATIONS REPORT:**

**Acting Fire Chief Zlomie** reviewed overlapping calls for the month of November and noted that the majority of calls occur Monday through Friday between 7am and 7pm. The new radios have arrived and have been inventoried and programmed. Two F150's have been ordered to replace the Fire Prevention vehicles as the department implements the **apparatus replacement program**. In the meantime, the department is awaiting delivery of the new Battalion Chief's vehicle as well as the new Fire Chief vehicle. It took 6 months for 40 hours of upfitting for the BC vehicle so future vehicles will be upfitted by the department. A new medic is on order for FY24 as well as a remount on the current medic 2019 chassis. In FY25, a new medic, command vehicle and Fleet Manager truck will be purchased. Acting Fire Marshal Brandon Yung was able to retrofit the plymovent to fit the new SVI engines. A couple of the older engines have required a lot of repairs and one of the old structure engines will be surplus, now that the SVI vehicles have been delivered.

**FIRE PREVENTION REPORT:** Fire prevention reached 900 students at the **Belgrade High School Career Day**. A donation from the Home Fire Sprinkler Coalition provided a headset that enabled students to view the impact of fire sprinklers on a house fire. **Acting Fire Marshal/ Facilities Manager** reviewed the different Station projects. The plymovent is installed for the new apparatus Station 1. Station 2's septic issues are resolved. The well at Station 3 is saving money on the water bill. Station 5 septic and underground propane tank work is being completed. Training Facility clean-up is done. Station 7 is currently providing space for Forest Service Smoke jumpers to work on parachute repairs.

**LOCAL 4939 REPORT:** **Union President Pitman** recognized the new engineers and the work required from the individuals and all the members of the department supporting them. He expressed appreciation from the Union for all of the administrative staff stepping up to keep the department running. He has particularly appreciated the open communication with Acting Fire Chief Zlomie. The Union met since the last board meeting and President Pitman communicated their opposition to any management of the District by the City of Belgrade. He encouraged Trustees to contact him to keep communications open.

**TRUSTEE REPORT:** **Trustee Murray** stated that it has been helpful to spend some time with the members in the past month. He is hearing a desire for involvement of the board members in the department and a pursuit of what that should look like.

**CITY LIAISON REPORT:** **Council Member Jim Simon** voiced the City of Belgrade's agreement that this is not the right time for the District to fall under the City's management. He also agreed that it would be appropriate to look into imposing a fee for passengers going through the airport to help all area public services.

Trustee Varley moved to accept **the reports** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

**ORDER OF BUSINESS:**

**DISCUSSION ITEMS:** **Fire Chief Hiring Process**

Chairman Elliot recommended the engagement of Greg Prothman to begin the Fire Chief hiring process in light of his previous work with the department and the fact that City Manager Cardwell has offered City funds to help and is the

most comfortable with Greg Prothman and he reiterated that City Manager Neil Cardwell will be part of this process. He is looking for input from the Union regarding what they are looking for in a Fire Chief. Chairman Elliot has a contract from Prothman available. At this point no other recruitment agencies have been approached.

Trustee Murray would like to see some additional proposals. He is concerned about the fact that one group is responsible for recruitment for such a majority of the hires for this community.

The decision was made that each trustee would **contact one recruitment agency for a proposal**, including placement history and report back in a special meeting next **Tuesday, December 19<sup>th</sup>, at 5:30 pm**. The proposal contacts will be: Trustee MacLeod, Strategic Government Resources; Vice Chairman Varley, Western Fire Chief's Executive Recruitment; Trustee Murray, Emergency Services Consulting International; Trustee Wilkins, Bob Murray and Associates; and Chairman Elliot, Prothman.

**ACTION ITEMS:**

**Consideration and Approval of Renewal of Gallatin County Mutual Aid Agreement**

This is a continuation of the previous agreement.

Trustee Varley moved approve the **renewal of the Gallatin County Mutual Aid Agreement**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

**Consideration and Approval of Resolution 232406 Calling for a Trustees Election**

Trustee MacLeod moved to approve the adoption of resolution 232406, calling for a Trustees Election. Trustee Murray seconded the motion. The motion was unanimously approved.

**Consideration and Approval of Resolution 232407 to Surplus a Fire Engine**

Trustee Varley moved to approve the adoption of resolution 232407 to surplus a fire engine. Trustee MacLeod seconded the motion. The motion was unanimously approved.


**ANNOUNCEMENTS:**

There will be a **special meeting of the CVFD Board of Trustees on December 19<sup>th</sup> at 5:30 pm.** The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **January 9, 2024.**

**ADJOURNMENT:**

The meeting was adjourned at 7:04 p.m.

  
VICE  
**Ty Elliot, Chairman**  
Justin Varley

  
**Mark MacLeod, Secretary/Treasurer**

ATTEST:   
**Debbie Bloem, Clerk**