



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

215 Wings Way
Belgrade, MT 59714
406-388-4480
(Fax): 406-388-6270

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

DATE: March 8, 2022

TIME: 5:30 p.m.

ATTENDANCE:	<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>		X
Ty Elliot, Chair	X	
Tim Sheehy, Vice Chair	X	
Mark MacLeod, Sec/Treas.	X	
Justin Varley	X	
<i>Acting Chief:</i>		X
Greg Tryon	X	
<i>Interim Fire Marshal:</i>		X
Jake Zlomie	X	
<i>Interim Operations Chief:</i>		X
Justin Monroe	X	
<i>Acting Clerk:</i>		X
Deb Bloem	X	
<i>City Representative:</i>		X
Jim Doyle	X	

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

GUESTS/VISITORS: Judy Doyle, Diana Setterberg, Rosie Barndt, Ronald Murray,
Dustin Pitman, Dylan White, Wyatt Christensen, Dylan Gorres,

Eddy Ivey, Mitch Davis, Jeff Ball, Jacob Strickler, Cody Lipperd, Tiffany Barsotti, Steve Sorlie, Brinn Fiorentino, Jordan McGearly, Makenzie Henning, Aaron Lenihan, Tyler Samlowski, Anthony Stratman, Jeffrey Royce, Kyle Davis, Collin Brozka, Chris Cameron, Stephen McAdams, John Carruthers, Kevin Smith, Ron Lindroth, Racquel Lindroth.

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

Chairman Elliot led a moment of silence and the Pledge of Allegiance.

AGENDA:

As presented.

MINUTES:

Trustee Sheehy moved to approve the **February 8, 2022, February 22, 2022 and March 1, 2022 minutes** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

FINANCIAL REPORTS:

Trustee Sheehy moved to approve **the financial reports**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

COMMUNICATIONS:

Central Valley Fire District received a communication from the **Gallatin County Election Department** stating that with two trustee positions open and two candidates, the 2022 election is canceled and Ty Elliot is re-elected by acclamation to his 3-year position as trustee and Ronald Murray is elected by acclamation to the remaining 1 year of the trustee position left open by the resignation of Joe Nelson. These terms will begin after Election Day, May 3, 2022.

PUBLIC COMMENT:

None.

ACTION ITEM:

Acting Fire Chief Tryon introduced Rosie Barndt, the department auditor for the review of the FY21 CVFD Audit before the reports, out of the agenda order for expediency. After Ms. Barndt asked the Board if there were any questions, **Trustee Varley** inquired

about the **unrestricted fund balances** and the differences from FY20 to FY21. Most of the difference was due to federal funds received and general revenue received for expenses. Auditor Barndt went over the audit summary. There were **two layers** to the audit; the regular financial statement audit and because the District received over \$750,000 in federal funding, it was required to have a single audit performed, which looks at the finances more in depth. Everything went well with an unmodified opinion with internal controls in compliance. Included in the **journal entries** was an adjustment to the EMS Transport revenue, due to revenue unpaid within 60 days of the end of the fiscal year. Auditor Barndt added **two comments**; to recommend that the receipts for fuel cards be turned into the office manager with the signature of the member and that the accrued leave be turned off in QuickBooks since QuickBooks is not able to correctly track all the types of leave that are used by the members.

Chairman Elliot asked for a motion to approve the FY21 Audit. Trustee Sheehy moved to **approve the FY21 Audit by Rosie Barndt**. Trustee Varley seconded the motion. The motion was unanimously approved.

FIRE CHIEF REPORT:

As submitted.

Acting Chief Tryon noted that **COVID cases are beginning to wane** with Gallatin County still a little high.

Union negotiations begin on the 15th and 16th of this month. Evaluations are currently ongoing for the 6 individuals who have accepted conditional offers. The **hiring process** included panel interviews by career and volunteer members, then shift commanders, the Deputy Chief of Operations and the Fire Chief. A volunteer member was placed at the front desk during this week to greet and direct the candidates and to provide feedback as well.

The joint Fire Academy for the new hires will begin with Bozeman Fire Department on March 28th and the CVFD recruits will begin the previous week, on March 14th with an ethical leadership class. Some volunteers, as well as career members will be helping to provide support for the Fire Academy.

Fire Chief Tryon hopes to have a **preliminary budget** available for review at the next board meeting, in order to gain some direction from the Board on policy moving forward, with action to approve the preliminary budget in the May meeting.

Presentations will continue next month with the Gallatin County Chief Finance Officer, Justine Swanson.

OPERATIONS REPORT:

As submitted.

Chief Tryon added to the Acting Operations Chief report, stating that the Truck Convoy was a great **planning opportunity**, as CVFD met with other agencies to coordinate managing the impact of the event.

Some **SOP's** are included in this report and in the future, there will be some that will need some input from the Board.

The plaque presentation will have to be postponed for a future date.

FIRE PREVENTION REPORT:

As submitted.

Acting Fire Marshal Zlomie found the **Fundamentals of Fire Investigation Course** very valuable.

The analysis continues on the collecting of **impact fees and permit fees** for future staff discussion.

Fire Marshal Zlomie continues to pursue **grant opportunities** as the District enters a budget planning period for this next fiscal year.

The number of permits issued have increased this year and are expected to continue to rise.

Planning the **transition** to Airnote for IT support continues, as well as the updates to the website and migration to First Due for records management.

LOCAL 4939 REPORT:

Union President Dustin Pitman reported that the Union appreciated the career and volunteer members who helped with the hiring process. This will be a busy few weeks with negotiations and the fire academy coming up.

The **Fire Ops** training will be May 5th and 6th in the Tri-Cities in Washington. He invited one of the trustees to attend that training as the elected official guest of the Union. April 15th is the deadline if a trustee is interested in attending.

Union President Pitman then read a **letter of recommendation** from the Union for Acting Fire Chief Tryon.

TRUSTEE REPORT: None.

CITY LIAISON REPORT: **City Council Member Jim Doyle** reported that Council actions are currently all about the growth of the City and approving and providing for that growth.

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

ORDER OF BUSINESS:

DISCUSSION ITEMS: **Presentation by Fleet Manager Kevin Smith Regarding the Fleet Maintenance Program.**

Fleet Manager Kevin Smith went over his presentation stressing the importance of **planning** for staffing and a shop to meet current needs of the District as well as those in the future. The focus of his presentation was developing a program that would provide for service to maintain safe apparatus to serve the community and the department.

ACTION ITEMS: **Presentation, Consideration and Approval of FY21 Audit by Rosie Barndt.**

Action regarding this item was taken during reports.

Possible Motion Regarding Fire Department Personnel.

Chairman Elliot read the following **statement** as a condition of the Board's Agreement with Ron Lindroth: "The Central Valley Fire Board of Trustees recently conducted an investigation into reported concerns regarding Chief Lindroth's performance and conduct. The investigation did not substantiate any violations of law, policy, or other wrongdoing by Chief Lindroth. Chief Lindroth is cleared of these allegations."

Fire Chief Ron Lindroth submitted his resignation from his position as Fire Chief, to the Board of Trustees, effective April 9th, 2022.

Chairman Elliot looked for approval of the severance agreement and general release with Ron Lindroth.

Trustee Sheehy thanked the members of the department for staying with the department through this process.

Trustee MacLeod stated the boards acknowledgement of the commitment of the members of Central Valley Fire and their continued professional service to protect the members of the District.

Trustee Sheehy moved to **approve the severance agreement and general release with Ron Lindroth**. Trustee Varley seconded the motion. The motion was approved unanimously.

ANNOUNCEMENTS:

The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **April 12, 2022**, immediately following the Quarterly Meeting of the IFC Board of Appeals.

ADJOURNMENT:

The meeting was adjourned at **6:17 p.m.**


Ty Elliot, Chairman


Mark MacLeod, Secretary/Treasurer

ATTEST: 
Debbie Bloem, Clerk