



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

215 Wings Way
Belgrade, MT 59714
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MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: August 20, 2024

TIME: 5:30 p.m.

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
<i>Trustees:</i>	Ty Elliot, Chair	X	
	Darren Wilkins, Vice Chair	X	
	Mark MacLeod, Sec/Treas.	X	
	Ron Murray	X	
	Rob Holt	X	
<i>Fire Chief:</i>	Jay Wittwer	X	
<i>Operations Chief:</i>	Vacant		X
<i>Fire Marshal:</i>	Jake Zlomie	X	
<i>Acting Clerk:</i>	Debbie Bloem	X	
<i>City Representative:</i>	Jim Simon	X	

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

GUESTS/VISITORS: Samantha Honatke, Dylan White, Stephen McAdams, Jason
Anderson, Dustin Pitman

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

Chairman Elliot led the Pledge of Allegiance.

AGENDA: As presented.

MINUTES: Trustee MacLeod moved to approve the **July 9, 2024 minutes and August 6, 2024 minutes** as submitted. Trustee Wilkins 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 District received thank you notes from the Belgrade Community Library for participating in **Smokey Bear/Firefighter Storytime** and from the kids from the **Zoot car wash**. The Bozeman Antique Auto Club also sent a thank you for a **tour of Fire Station 1** for their Montana Pioneer and Classic Auto Club State Tour.

PUBLIC COMMENT: None.

FIRE CHIEF REPORT: As submitted.
Fire Chief Wittwer reported that Buck Taylor of Fort Ellis is tasked with preparing a report regarding the County wide EMS study. Jeff Hurley of Las Vegas has accepted a conditional offer for the position of **Deputy Fire Chief** for CVFD, with a start date to be determined.
The process for hiring a **fire inspector** has begun and will be an important component of a favorable ISO rating. The recruitment of a **fleet mechanic** will begin soon. Upon further investigation, it has been decided that the **maintenance shop** should be located next to the Training Facility and not on Airport property.
The pursuit of access to **GEMT funds** continues to proceed very positively.

OPERATIONS REPORT:

As submitted.

Fire Marshal Jake Zlomie reported on call volume and overlapping calls.

The GVFA Fall Academy will begin September 3rd with four individuals from CVFD attending the academy, including a new firefighter/paramedic hire.

Resident Volunteer Scot Shank is relocating to Minnesota, leaving no resident volunteers at Station 2 at this point.

FM Zlomie reviewed the status of new apparatus.

FIRE PREVENTION REPORT: As submitted.

Fire Marshal Zlomie reported for fire prevention that the District has received applications for the **Fire Inspector** position and will proceed with the hiring process in the next week.

The department continues to wrap up efforts to remedy the **ISO** concerns and retain the District's ISO rating of 3.

Fire Prevention Staff have already been able to use their UAS skills to assist with **drone operations** for the Trump campaign event as well as utilize the CVFD drone for department incidents.

LOCAL 4939 REPORT:

Local 4939 President Dustin Pitman reported that the firefighters are pleased with the hiring processes. The career firefighter academy is coming up and there has been good response from the members to provide support. The Guns and Hoses softball game is Saturday evening between the CVFD Firefighters and Belgrade Police Department.

TRUSTEE REPORT:

Chairman Ty Elliot reported that Martel Construction has reached out to request a letter of recommendation from the District. All agreed that the District is happy to provide that.

Trustee Rob Holt reported that he and Volunteer Will Roberts had a very positive interview by KBZK regarding the new AED at Station 4.

CITY LIAISON REPORT:

Council Member Jim Simon reported that they are hearing some concerns from residents in the City about new water rates and restrictions. They are also hearing concerns about property taxes and issues with new property assessments.

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

ORDER OF BUSINESS:

DISCUSSION ITEMS:

**Report by Financial Manager Honatke and Fire Marshal Zlomie –
Budget Presentation**

Fire Marshal Zlomie reported that the mill valuation from the County reflected only a 3.2% increase in revenue when twice that amount had been a conservative expectation. After attending a meeting with the **Department of Revenue**, he was told that the 2023 reassessment overvalued Gallatin County by as much as 750 million dollars. The DOR is struggling to identify new properties in the County and complete appraisals as well as dealing with a large backlog of assessment protests. They are addressing all of this as quickly as possible over the next couple of months and hope to have the newly certified values by the November tax roll.

Financial Manager Honatke reported that the District is required to have the FY25 budget request submitted this week. The mill valuation came in at just over \$83,529 less than expected. The grant revenue is also reduced in this budget, however there is a possibility that the District will receive an additional \$90,000 from the completed CHEG grant.

Financial Manager Honatke reviewed the current budget updates. Since it is anticipated that this mill levy election will be shared there are some savings under elections. Facility maintenance and nozzle maintenance for apparatus, have increased this year. The professional services line item has decreased since the expense for the Strategic Plan was paid for in FY24. The training budget increased by about \$45,000 for the paramedic program in order to provide for clinicals for the paramedic students out of the area because the spots are taken in Bozeman.

The operational deficit is 1.6 million, fortunately there is additional information to keep that in perspective. The plan was already in place to use \$750,000 of undesignated reserves to cover the most recent increase in wages. There will as much as

\$280,000 savings in budgeted healthcare. Some new hires will not come online until after the first of the fiscal year although their wages were budgeted for a full year. There will likely be a \$375,000 surplus for FY24. All these factors reduce the anticipated budget shortfall to closer to \$200,000.

Financial Manager Honatke continued by reviewing **capital expenditures**. The increase in apparatus expenditures by \$124,000 is for an additional Fire Prevention vehicle and a second self-loading cot for the Station 3 Ambulance. Facilities increased by \$154,000 to replace and add furniture for the open area offices, the conference room and the training classroom at Station 1; Station 3 increase in HVAC costs; and Station 1 and Station 3 mattress replacement. Equipment increased by \$17,000 for an additional flow test kit and an increase in the cost of an item for the Medic remount.

Captain McAdams invited trustees to feel free to speak with any of the BC's or members who manage budget items if there are any **questions about expenditures**.

Fire Marshal Zlomie added that future goals are to review the capital improvement plan, review fees, financial systems, create a facilities condition inventory and an IT plan.

Report by Trustee Rob Holt – Station 1 Front Apron Traffic Control.

Trustee Rob Holt reported that he was able to meet with the director of traffic and subsequently the District added striping to the Bay driveway exit from Station 1 in order to make sure CVFD had done what it could. A future meeting is scheduled with the Airport president. Because this area is not City or County, the Montana Department of Transportation will dictate what can be done for signage and traffic control. There is a commitment for a traffic camera from MDOT to capture some data regarding the traffic on Airway Blvd. Fire Chief Wittwer and Trustee Holt will be meeting with the Director of MDOT soon.

Report by Local 4939 and CVFD Administration Regarding November 2024 Mill Levy Election

Union President Dustin Pitman reported that the Union has been in contact with the Missoula Fire Department to have a better

understanding of how to support the success of this Mill Levy. The Union has formed a Mill Levy committee to focus on coordinating their plans. They will have a booth at Belgrade Summer Nights and are setting up dates to canvas, as well as working on flyers, yard signs and advertising. There is also mutual support with Bozeman Firefighters for their Mill Levy. CVFD administrative staff and the Union committee meet each Wednesday to share information and to support each other's efforts.

ACTION ITEMS:

Consideration and Adoption of Resolution 242502 to Establish a Permissive Medical Levy for FY25

Trustee MacLeod moved to adopt **Resolution 242502 to establish a Permissive Medical Levy for FY25**. Trustee Wilkins seconded the motion. The motion was unanimously approved.

Consideration and Adoption of Resolution 242503 to Levy the Maximum Number of Mills

Trustee Wilkins moved to adopt **Resolution 242503 to Levy the Maximum Number of Mills for FY25**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

Consideration and Adoption of Resolution 242504 to Adopt the FY25 Budget


Trustee Murray moved to adopt **Resolution 242504 to Adopt the FY25 Budget**. Trustee Wilkins seconded the motion. The motion was unanimously approved.

ANNOUNCEMENTS:

The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **September 10, 2024**.

ADJOURNMENT:

The meeting was adjourned at 7:20 p.m.



Ty Elliot, Chairman



Mark MacLeod, Secretary/Treasurer

ATTEST: 

Debbie Bloem, Clerk