



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

215 Wings Way
Belgrade, MT 59714
406-388-4480
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MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: September 10, 2024

TIME: 5:30 p.m.

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

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

GUESTS/VISITORS: Samantha Mize-Honatke

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

Chairman Elliot led the Pledge of Allegiance.

AGENDA: As presented.

MINUTES: Trustee Murray moved to approve the **August 20th, 2024 minutes** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

FINANCIAL REPORTS: The Financial Reports were not available this month due to postponed reports from the County.

COMMUNICATIONS: Fire Chief Wittwer received a thank you from the **Climbing Arrow Ranch** for the department's response to wildland fires on their property over the summer. Gallatin County 4-H has selected Central Valley Fire District to receive a **Friend of 4-H Award** on September 29th and Murdoch's is donating its Round Up Funds from September and October to the CVFD Volunteer Association on behalf of the District. Finally, the District received a communication from **Gallatin County Treasurer and Finance** informing the District that the taxable valuations will be corrected and recertified by September 27th.

PUBLIC COMMENT: None.

FIRE CHIEF REPORT: As submitted.
Chief Jay Wittwer asked Financial Manager Samantha Honatke to report on the letter from Gallatin County. With the corrected valuations, the District hopes to receive some additional funds and an updated FY25 Budget will be available for approval at the September Board Meeting. Financial Manager Honatke also reported that the District will receive about \$90,000 in additional funds from the remainder of the Community Integrated Health (CIH) CHEG Grant.
Chief Wittwer reported that **Jeff Hurley will begin as Deputy Chief** with the District on October 27th. He will participate remotely in a meeting with the Battalion Chiefs this week.

A **Fire Inspector** has been hired and the process has begun to hire a **Fleet Mechanic**. Plans are on hold for the new shop project. **Training Officer Sorlie** reported to Chief Wittwer that the four recruits from CVFD are doing extremely well in this session of the Gallatin Valley Fire Academy. Chief Wittwer distributed a handout identifying the many things are going very well in the **First 100 Days** since his arrival. Any issues that have been identified needing improvement will be addressed by staff and will be reported on soon.

OPERATIONS REPORT:

As submitted.

Fire Marshal Zlomie reported on call volume, the Academy and apparatus. Several vehicles have been received and are being upfitted and three additional staff vehicles will be ordered this month. The specifications for ordering new water tenders have been completed by the apparatus committee.

FIRE PREVENTION REPORT: As submitted.

Fire Marshal Zlomie reported that John Dyas has been hired as the new **Fire Inspector**. He brings much knowledge and experience to the department and will be preparing for his Fire Inspector I and Fire Inspector II certifications.

LOCAL 4939 REPORT:

None.

TRUSTEE REPORT:

Trustee Murray brought awareness to some challenges that they are having at Story Creek Elementary at students' drop off and pick up times, causing a lot of congestion in that area. He will keep the trustees updated on the situation.

CITY LIAISON REPORT:

Council Member Simon reported that Erin Bell will be replacing Jim Doyle who recently resigned from the City Council.

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

ORDER OF BUSINESS:

DISCUSSION ITEMS:

Traffic Control for Emergency Response from Station 1, Chief Wittwer

Chief Wittwer reported that he, Trustee Rob Holt, and Deputy Fire Marshal Brandon Yung met with the Director of MDT. The MDT team had met with the airport previously and permission was given to proceed with the project to implement traffic control measures on Airway Blvd. in front of the Station 1 emergency response bay doors. Trustee Holt's perseverance and Deputy Fire Marshal Yung's design ideas contributed to the success of this effort.

November 2024 Mill Levy Election, Local 4939 and CVFD Administration

Fire Marshal Zlomie reported that the Union ordered yard signs. The information is getting out through interviews, and banners are going to be created to place at the Stations. Canvassing will take place September 14th, October 12th and November 2nd. Some upcoming events will be Coffee Chats with the Chief and Fall Festival.

ACTION ITEMS:

Motion to Enter into Executive Session for Discussion of a Personnel Matter, citing MCA 2-3-203(3)

Trustee MacLeod moved to **enter Executive Session**. Trustee Wilkins seconded the motion. The motion was unanimously approved.

Return to the Regular Meeting.

ANNOUNCEMENTS:

The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **October 8, 2024**, immediately following the Quarterly Meeting of the IFC Board of Appeals.

ADJOURNMENT:

The meeting was adjourned at 6:18 p.m.



Ty Elliot, Chairman



Mark MacLeod, Secretary/Treasurer

ATTEST: 

Debbie Bloem, Clerk