

AGENDA

REGULAR MEETING
MISSOULA RURAL FIRE DISTRICT

BOARD OF TRUSTEES

DATE: Tuesday, October 3rd, 2023
TIME: 4:00 P.M.
PLACE: Station #1, 2521 South Avenue West, Missoula

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

READING OF MINUTES

PUBLIC COMMENT

CLAIMS

August Claims	\$ 4,630.27
September Claims	<u>\$ 136,298.12</u>
Total Claims	\$ 140,928.39

COMMUNICATIONS

TRUSTEE REPORTS

STAFF REPORTS

OLD BUSINESS

NEW BUSINESS

1. Discussion and Decision on entering Mediation with the Local 2457 negotiation team and granting the Board of Trustees negation team settlement authority.
2. Discussion and Decision Resolution 2023-14 to use a Cooperative Purchasing Agreement for new water tenders.
3. Discussion and Decision Resolution 2023-15 to use a Cooperative Purchasing Agreement for new water tenders.
4. Discussion and Decision on the Providence Contract
5. Discussion and Decision on an additional budget line item for Fiscal Year 2024

ADJOURNMENT

Missoula Rural Fire District
Board of Trustees
Missoula, Montana 59804

September 12th, 2023

The Missoula Rural Fire District (MRFD) Board of Trustees (BOT) met in regular session at the Station 1 Headquarters meeting room and via a "Zoom" video conference on **Tuesday, September 12th, 2023.**

CALL TO ORDER: Chairman Murphy called the meeting to order at 16:00 hours.

PLEDGE OF ALLEGIANCE

ROLL CALL: Present: Chairman Ben Murphy, Secretary Dick Mangan, and Trustee Jeff Merritt. Absent: Vice Chairman Larry Hanson and Trustee Dan Corti.

READING OF THE MINUTES: Secretary Mangan moved to accept the minutes as written. Trustee Merritt seconded the motion. The motion was voted on and passed.

PUBLIC COMMENT: The public members in attendance didn't have anything to comment on.

CLAIMS: Secretary Mangan moved to accept the claims as submitted. Trustee Merritt seconded the motion. The motion was voted on and passed.

COMMUNICATIONS: Raquel Wilkinson conveyed that communications consisted of two thank you cards, a letter from the County Commissioners to approve a request of annexation, a notice of public hearing for annexation, an annexation resolution, an Incident Personnel Performance Rating for Resident/Volunteer Coordinator (RVC) Kirk Paulsen, Contractor Performance Reports for Engineer Barnett, Engineer Lorensen and Resident Firefighter Lubke, two DFM Reports, an IT Report, a Public Relations Outreach Breakdown and a Calls for Service Report. Chairman Murphy inquired if one of the annexations had started the process a few years back. Raquel that it was initiated in 2021. Chief Newman further explained that boundary line issues caused delays in the finalization of the process. Chief Newman stated that RVC Paulsen was assigned as a trainee for Task Force Leader during a Severity assignment. He was then called out to manage the Paradise Fire, where he successfully ran the assignment for over 24 hours without any breaks for the crew. RVC Paulsen's performance was exceptional. Chief Newman encouraged the BOT to read the performance report for more detailed information. The performance report for Engineer Barnett, Engineer Lorensen, and Resident Firefighter Lubke from their assignment in California was also impressive. They received praise for their excellent performance during incidents and their dedication to training during their downtime. Their positive example inspired many other firefighters to follow their lead. The report's author noted that they would choose an MRFD unit without hesitation, as their team's success is a shining example of their capabilities within and outside the District.

TRUSTEE REPORTS: During the negotiations with Local 2457, Chairman Murphy reported that they were able to agree on most issues. However, they have reached a stalemate regarding the definitions in Appendix B. As a result, both parties have decided to proceed to the next step. After consulting with MRFD's legal counsel, who referred to MCA-3934101, it was determined that the next step would be mediation, as outlined in MCA-3931307. The Local had incorrectly stated that the next step would be mediation fact finding. Further clarification and determination with the Local was necessary before Board action could be taken.

STAFF REPORTS:

Local 2457: Lieutenant Kottwitz reported that the union had sworn in the four new hires during their recent meeting, and they are still in the process of negotiating contracts. He also mentioned that he will be

attending a mini-education series sponsored by the International Association of Fire Fighters at Station 4. Additionally, the annual Fill the Boot fundraiser is coming up, which raised \$13,605 last year. The current record stands at around \$16,000. The union will send three members to Butte for a conference that will cater to new members, covering the labor movement history of Montana and providing a basic introduction to union business for firefighters. Chairman Murphy asked how many Montana fire departments allow new hires to join their union before completing the academy. Lieutenant Kottwitz and BC Orr both confirmed there are several.

Battalion Chief (BC): BC Orr reported that there were only two more calls this August compared to last year, and there were no significant calls to report.

Finance and Human Resources (HR): Melissa Schnee provided an update that MRFD and Missoula County were balanced through July. Additionally, she reminded the BOT that the October meeting was rescheduled from October 10th to October 3rd. Melissa also mentioned that she has been working diligently on finalizing the budget, employee contracts, and wage comparisons.

Assistant Chief of Operations: Four qualified candidates have been selected for the entry-level firefighter positions following a final round of interviews conducted by Chief Finlay and Chief Newman. Additionally, an Assistant Resource Manager has been chosen after the interview process. The BOT approved the creation of a Deputy Chief position, and plans are underway to prepare for the transition regarding vehicle needs throughout the District. Budgeting work has been completed and is in the finalization stage. Lastly, Chief Finlay attended the Bonner Town Council Meeting.

Fire Chief: Chief Newman and Chief Finlay recently met with the President of Rosenbauer America, the company that MRFD has purchased several apparatus from. Despite some previous problems, the meeting was highly productive. Chief Newman is confident that MRFD can continue to do business with Rosenbauer. Additionally, Chief Newman reported that the administrative negotiations have been completed, and the focus has shifted toward accreditation. MRFD is working with IT Manager, Joe Ford, and Accreditation Manager, Cory Horsens, on testing a new mobile app for MRFD's MDTs. Chairman Murphy inquired if the app would replace the current system. Chief Newman clarified that it is a different platform from the same company. It will work on iPads or Android tablets instead of the current devices. This transition would result in significant cost savings for each unit replacement. Furthermore, there are reports that the iPad version has better functionality, and they plan to test it out to determine if it would be a more favorable option.

NEW BUSINESS:

- 1. Evaluation Committee recommendation and Board or Trustee's contract award for the Station 6 roof replacement:** Through the evaluations by Chief Newman, Chief Finlay, and the architect, Sirius Construction was recommended for the Station 6 roof replacement. Trustee Merritt inquired about the start date. Chief Newman replied that it would be at the end of September with an estimated 7-8 weeks for completion. Secretary Mangan expressed concern about the station's operation being affected during construction. Chief Newman assured him that any interruption would be minimal if any at all. Secretary Mangan made a motion to move forward with hiring Sirius Construction for the Station 6 roof replacement. Trustee Merritt seconded the motion. The motion was voted on and passed.
- 2. Fiscal Year 2023 4th Quarter Budget vs. Actual Budget:** Melissa Schnee stated that there were no unexpected expenses, and FY 23 was within budget. Secretary Mangan noted a high number of carryovers. However, Melissa clarified that the report indicated minimal carryover for FY23.
- 3. Resolution 2023-11 Sale Surplus Equipment:** Chief Finlay explained that they were trying to determine the cost of upgrading the tactical water tender by adding a new tank. The aim was to

save money for MRFD. However, they were unable to obtain a precise estimate for the modifications. As a solution, Chief Finlay suggested initiating the surplus process with a minimum bid as outlined in the MCA. They will proceed with the secondary process if the initial offer fails to meet the minimum amount. Trustee Merritt moved to adopt the resolution. Secretary Mangan seconded the motion. The motion was voted on and passed.

4. **General Release of Liability for Donation of Hose to Florence Rural Fire District:** Chief Finlay shared that MRFD is replacing old hoses and that the Florence Rural Fire District (FRFD) could benefit from them. Secretary Mangan expressed concern about defective hoses and their impact on MRFD incidents. However, Chief Finlay assured him that the hoses were in better condition than what FRFD currently uses. He then asked if it meets the National Fire Protection Association requirements. Chief Finlay replied that it does not, but FRFD is aware. Secretary Mangan motioned to accept the release of liability. Trustee Merritt seconded the motion. The motion was voted on and passed.
5. **Approval of Administrative Employee Employment Contracts:** Chairman Murphy explained that the contracts reflect what is comparable to similar positions locally and around Montana. Secretary Mangan said he's been pleased with how things have gone in the last couple of years and supports the new contracts. He made a motion to approve the administrative contracts. Trustee Merritt seconded the motion. The motion was voted on and passed.
6. **Public Hearing and Decision Resolution 2023-12 FY24 Capital Improvement Plan:** Chief Newman explained that the document included descriptions and justifications for each item. Secretary Mangan inquired if MRFD should contemplate relocating Station 6. In response, Chief Newman mentioned that he regularly monitors growth patterns and trends and feels they are currently situated well in that area. While there has been some growth, it has not been significant enough to cause alarm. Although the Missoula Fire Department might establish a fire station in that area, it is still premature to take action until they have more information about the situation. Secretary Mangan moved to accept the Capital Improvement Plan as submitted. Trustee Merritt seconded the motion. The motion was voted on and passed.
7. **Public Hearing and Decision Resolution 2023-13 Final FY24 Budget and Max Mills:** Melissa Schnee presented the FY24 Budget, max mills, and all its components. Trustee Merritt moved to accept the budget and approve max mills. Secretary Mangan seconded the motion. The motion was voted on and passed.

ADJOURNMENT: Secretary Mangan made a motion to adjourn. Trustee Merritt seconded the motion. Chairman Murphy adjourned the meeting at 16:46 hours.

Respectfully submitted,

Jenn Culp, Administrative Assistant
Missoula Rural Fire District

John (Ben) Murphy, Chairman

Date

Dick Mangan, Secretary

Date

09/28/23
14:35:59

MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 9/23

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
44277	81585S	1485 ACTIVE 911 INC.	21.82						
1	514447	09/07/23 ADDITIONAL LICENSES	21.82			1000 10 420510	368		101000
		Total for Vendor:	21.82						
44317	81618S	1788 AMAZON CAPITAL SERVICES	505.59						
1	-R67N-413Y	09/14/23 OFFICE SUPPLIES	49.99			1000 10 420510	210		101000
2	-CNJ6-1CYD	09/14/23 UNIFORMS	92.95			1000 50 420460	230		101000
3	-KQ9X-C391	09/12/23 321	25.98			1000 20 420440	272		101000
4	-64RG-FN1L	09/01/23 321	45.99			1000 20 420440	272		101000
5	-LKYG-G4VH	09/01/23 NEW HIRE JACKETS	123.75			1000 50 420460	230		101000
6	-QW6Q-NQ4L	09/08/23 STA 1	25.89			1000 50 420460	361		101000
7	-LNFH-6RVM	09/25/23 310	233.99			1000 20 420440	272		101000
8	-PWF3-3JTK	09/26/23 UNIFORMS	-24.98			1000 50 420460	230		101000
9	-J9MY-3TPK	09/26/23 UNIFORMS	-67.97			1000 50 420460	230		101000
		Total for Vendor:	505.59						
44283	81586S	819 BLACKFOOT COMMUNICATIONS	485.90						
1	090123467	09/01/23 STA 2	485.90			1000 10 420510	345		101000
		Total for Vendor:	485.90						
44318	-99875C	1202 Cd'A METALS	36.00						
1	23206730	09/20/23 HAZMAT TRAILER 349	36.00			1000 20 420440	272		101000
		Total for Vendor:	36.00						
44319	81619S	1687 CDW GOVERNMENT	2,076.29						
1	LT45695	09/07/23 COMPUTER SUPPLIES	724.70			1000 10 420510	268		101000
2	LV11771	09/08/23 COMPUTER SUPPLIES	1,053.20			1000 10 420510	268		101000
3	LV17773	09/09/23 COMPUTER SUPPLIES	298.39			1000 10 420510	268		101000
		Total for Vendor:	2,076.29						
44281	81587S	1424 CHARTER	751.13						
1	8801090123	09/01/23 STA 5	211.13			1000 10 420510	345		101000
2	3301090123	09/01/23 STA 1	540.00			1000 10 420510	345		101000

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44300	81598S	1424 CHARTER	233.08						
1	4701091423	09/14/23 STA 6	221.49			1000 10 420510	345		101000
2	0911236052	09/11/23 STA 1	11.59			1000 10 420510	345		101000
		Total for Vendor:	984.21						
44304	81599S	1815 CHEMNET CONSORTIUM INC	360.00						
1	119195	09/20/23 VFF DRUG SCREEN	120.00			1000 60 420462	391		101000
2	119195	09/20/23 PFF DRUG SCREEN	240.00			1000 10 420510	356		101000
		Total for Vendor:	360.00						
44305	81609S	290 CHRIS NEWMAN	236.00						
1	092523CN01	09/25/23 NEWMAN TRUSTEE CONF PER DI	177.00			1000 10 420510	379		101000
2	092523CN02	09/25/23 NEWMAN TRAVEL WA PER DIEM	59.00			1000 10 420510	379		101000
		Total for Vendor:	236.00						
44333	81620S	1583 CITI CARDS	6,540.04						
1	0920239808	09/20/23 NEW HIRE JACKETS	-136.65			1000 50 420460	230		101000
2	0920239808	09/20/23 MUIR PALS	40.00			1000 50 420460	380		101000
3	0920239808	09/20/23 STA 4	154.80			1000 50 420460	364		101000
4	0920239808	09/20/23 SCHNEE GFOA	1,205.00			1000 10 420510	380		101000
5	0920239808	09/20/23 ORR NEW EXECT C-O FLIGHT	806.39			1000 50 420460	379		101000
6	0920239808	09/20/23 ORR NEW EXECT C-O FLIGHT	30.00			1000 50 420460	379		101000
7	0920239808	09/20/23 ACTIVE SHOOTER	864.53			1000 80 420461	222		101000
8	0920239808	09/20/23 RILEY IAAI	20.00			1000 50 420460	380		101000
9	0920239808	09/20/23 TRAINING SUPPLIES	61.07			1000 10 420510	342		101000
10	0920239808	09/20/23 ZOOM	16.59			1000 10 420510	368		101000
11	0920239808	09/20/23 NEWMAN FIRE CHIEF CONVENTI	195.00			1000 10 420510	380		101000
12	0920239808	09/20/23 NEW HIRE BADGES	61.89			1000 50 420460	230		101000
13	0920239808	09/20/23 NEW HIRE JACKETS	136.65			1000 50 420460	230		101000
14	0920239808	09/20/23 ARM TRUCK	58.71			1000 20 420440	945		101000
15	0920239808	09/20/23 OLD HAZMAT TRAILER	155.00			1000 20 420440	272		101000
16	0920239808	09/20/23 SMALL EQUIPMENT	322.53			1000 20 420440	221		101000
17	0920239808	09/20/23 CHIPPER	1,128.00			1000 20 420440	233		101000
18	0920239808	09/20/23 TRAINING SUPPLIES	759.60			1000 30 420430	220		101000
19	0920239808	09/20/23 ARM TRUCK	135.91			1000 20 420440	945		101000
20	0920239808	09/20/23 OLD 321	525.02			1000 20 420440	272		101000
		Total for Vendor:	6,540.04						

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44292	81600S	1299 CITY OF MISSOULA-FINANCE	34.69						
1	0901237950	09/01/23 STA 1	34.69			1000 10 420510	341		101000
		Total for Vendor:	34.69						
44331	81621S	216 CLEARWATER CREDIT UNION	6,346.48						
1	1244600	09/22/23 MUIR PALS LODGING	264.44			1000 50 420460	379		101000
2	1244600	09/22/23 BLAKELY PALS LODGING	264.44			1000 50 420460	379		101000
3	1244600	09/22/23 SAM RENEWAL	549.00			1000 10 420510	333		101000
4	1244600	09/22/23 API SERVICES	200.00			1000 10 420510	368		101000
5	1244600	09/22/23 HANSON FIRE TRUSTEE CONF	250.00			1000 10 420510	379		101000
6	1244600	09/22/23 HORSENS IMAGE TREND LODG	-8.99			1000 50 420460	379		101000
7	1244600	09/22/23 FEES	9.11			1000 10 420510	356		101000
8	1244600	09/22/23 HAZMAT	326.00			1000 50 420460	219		101000
9	1244600	09/22/23 COMPUTER SUPPLIES	94.94			1000 10 420510	268		101000
10	1244600	09/22/23 CERTIFICATE FRAMES	39.98			1000 10 420510	220		101000
11	1244600	09/22/23 WISESTAMP	1,359.32			1000 10 420510	368		101000
12	1244600	09/22/23 COMPUTER SUPPLIES	-69.95			1000 10 420510	268		101000
13	1244600	09/22/23 R & D	1,830.00			1000 30 420430	292		101000
14	1244600	09/22/23 CA WL FUEL	75.00			1000 20 420440	231		101000
15	1244600	09/22/23 CA WL FUEL	100.00			1000 20 420440	231		101000
16	1244600	09/22/23 CA WL FUEL	33.25			1000 20 420440	231		101000
17	1244600	09/22/23 CA WL LODGING	229.99			1000 50 420460	379		101000
18	1244600	09/22/23 MDT	799.95			1000 10 420510	368		101000
		Total for Vendor:	6,346.48						
44275	81588S	1502 CORY HORSENS	239.67						
1	090623CH01	09/06/23 HORSENS FIRE STATS TOLLS	39.67			1000 50 420460	379		101000
2	090823CH01	09/08/23 HORSENS CDL PHYSICAL	200.00			1000 10 420510	356		101000
44306	81610S	1502 CORY HORSENS	59.00						
1	092523CH01	09/25/23 HORSENS TRAVEL WA PER DIEM	59.00			1000 50 420460	379		101000
		Total for Vendor:	298.67						

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44276	-99877C	1865 GECKO DESIGNS, LLC	700.00						
1	12344 09/07/23	HOSTING	700.00			1000 10 420510	368		101000
		Total for Vendor:	700.00						
44321	-99874C	141 GENERAL FIRE APPARATUS	17.99						
1	17209 09/19/23	351	17.99			1000 20 420440	272		101000
		Total for Vendor:	17.99						
44334	-99868C	1399 HEIMAN FIRE EQUIPMENT	173.57						
1	0924447-IN 09/06/23	SIA 4 SCBA COMPRESSOR	173.57			1000 20 420440	270		101000
		Total for Vendor:	173.57						
44322	-99873C	1864 INK SHED MERCH	50.00						
1	2839 09/25/23	NEW HIRE JACKETS	50.00			1000 50 420460	230		101000
		Total for Vendor:	50.00						
44296	81601S	1892 INTELLICORP	499.43						
1	1414522 08/31/23	NEW HIRE BACKGROUND CHECKS	499.43			1000 10 420510	356		101000
		Total for Vendor:	499.43						
44301	81602S	1700 JARED DEMERS	237.70						
1	091823JD01 09/18/23	DEMERS ANNUAL PHYSICAL	237.70			1000 10 420510	356		101000
		Total for Vendor:	237.70						
44302	81603S	1673 JOE FORD	89.95						
1	091923JF01 09/19/23	IPAD CASE	89.95			1000 10 420510	268		101000
		Total for Vendor:	89.95						
44320	81622S	185 KARL TYLER CHEVROLET	44.19						
1	100166 09/06/23	309	44.19			1000 20 420440	372		101000
		Total for Vendor:	44.19						
44332	-99869C	1114 KENWORTH SALES MISSOULA	298.50						
1	017P23832 09/27/23	328	298.50			1000 20 420440	272		101000
		Total for Vendor:	298.50						

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44272	81589S	585 LARRY HANSON	153.27						
1	091123LH01	09/11/23 HANSON MT FIRE TRUSTEES MI	153.27			1000 10 420510	379		101000
		Total for Vendor:	153.27						
44274	81590S	1676 MAGDA NELSON	78.75						
1	284 09/04/23	CONSULTING SERVICES	78.75			1000 10 420510	356		101000
		Total for Vendor:	78.75						
44288	81591S	1831 MEAGAN BUNNELL	2,499.61						
1	091123MB01	09/11/23 BUNNELL NMETC LODGING	1,873.21			1000 50 420460	379		101000
2	091123MB01	09/11/23 BUNNELL NMETC FLIGHT	298.20			1000 50 420460	379		101000
3	091123MB01	09/11/23 BUNNELL NMETC FLIGHT	328.20			1000 50 420460	379		101000
		Total for Vendor:	2,499.61						
44309	81611S	1568 MELISSA SCHNEE	177.00						
1	092523MS01	09/25/23 SCHNEE TRUSTEE CONF PER DI	177.00			1000 10 420510	379		101000
		Total for Vendor:	177.00						
44310	81612S	208 MISSOULA COUNTY MEDICAL BENEFITS	92,673.00						
1	0000011303	09/20/23 ADMIN	9,552.80			1000 10 420510	143		101000
2	0000011303	09/20/23 RM	2,024.10			1000 10 420510	143		101000
3	0000011303	09/20/23 TO/RVC	4,048.20			1000 10 420510	143		101000
4	0000011303	09/20/23 FP	3,371.10			1000 10 420510	143		101000
5	0000011303	09/20/23 SUP	73,676.80			1000 10 420510	143		101000
		Total for Vendor:	92,673.00						
44289	81597S	1891 MISSOULA COUNTY PUBLIC WORKS	868.00						
1	23.0913 09/13/23	PERMIT - STATION 6	868.00			1000 50 420460	367		101000
		Total for Vendor:	868.00						
44297	81604S	228 MISSOULA COUNTY TREASURER	368.62						
1	317 09/11/23	AUG TELE SERVICE	368.62			1000 10 420510	345		101000
		Total for Vendor:	368.62						

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44291	81605S	230 MISSOULA ELECTRIC COOPERATIVE	500.62						
1	0907233950 09/07/23 STA 2		19.50			1000 10 420510	341		101000
2	0907233950 09/07/23 STA 6		243.46			1000 10 420510	341		101000
3	0907233950 09/07/23 STA 2		237.66			1000 10 420510	341		101000
		Total for Vendor:	500.62						
44298	81606S	1257 MISSOULIAN/RAVALLI REPUBLIC	78.60						
1	167649 09/12/23 NOTICE OF PUBLIC HEARING		78.60			1000 10 420510	337		101000
		Total for Vendor:	78.60						
44278	81592S	1585 MONTANA FIRE TRUSTEES	750.00						
1	1069 09/07/23 SCHNEE FIRE TRUSTEE REGISTRATI		250.00			1000 10 420510	380		101000
2	1069 09/07/23 NEWMAN FIRE TRUSTEE REGISTRATI		250.00			1000 10 420510	380		101000
3	1069 09/07/23 FINLAY FIRE TRUSTEE REGISTRATI		250.00			1000 10 420510	380		101000
		Total for Vendor:	750.00						
44293	81607S	1893 MORGAN MEATOVICH	21.65						
1	09/01/23 RFF MEATOVICH FINGERPRINTING		21.65			1000 60 420462	391		101000
		Total for Vendor:	21.65						
44323	81623S	747 MSC INDUSTRIAL SUPPLY CO.	656.71						
1	6432525001 09/14/23 SHOP		656.71			1000 20 420440	270		101000
		Total for Vendor:	656.71						
44273	81593S	263 MI FIREFIGHTERS TESTING	1,200.00						
1	0901231014 09/01/23 FY 24 ANNUAL DUES		1,200.00			1000 10 420510	333		101000
		Total for Vendor:	1,200.00						
44279	81594S	547 NORTHWESTERN ENERGY	653.18						
1	09012394-6 09/01/23 STA 5		630.22			1000 10 420510	341		101000
2	09012357-3 09/01/23 OLD STA 5		22.96			1000 10 420510	341		101000
44312	81613S	547 NORTHWESTERN ENERGY	2,139.14						
1	09152358-3 09/15/23 STA 4		1,043.32			1000 10 420510	341		101000
2	09182315-4 09/18/23 STA 6		68.73			1000 10 420510	341		101000
3	09192341-3 09/19/23 STA 1		932.02			1000 10 420510	341		101000

09/28/23
14:35:59

MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 9/23

Page: 7 of 9
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	09192325-3 09/19/23 STA 1		95.07			1000 10 420510	341		101000
		Total for Vendor:	2,792.32						
44313	81614S 114 PAUL FINLAY		236.00						
1	092523PF01 09/25/23 FINLAY TRUSTEE CONF PER DI		177.00			1000 10 420510	379		101000
2	092523PF02 09/25/23 FINLAY TRAVEL WA PER DIEM		59.00			1000 10 420510	379		101000
		Total for Vendor:	236.00						
44324	-99872C 1725 PIERCE LEASING		750.00						
1	0057332 09/13/23 OFFICER TRAILER 9/12-10/9		750.00			1000 10 420510	530		101000
		Total for Vendor:	750.00						
44227	81595S 855 PITNEY BOWES		150.00						
1	082823PITN 08/28/23 POSTAGE		150.00			1000 10 420510	311		101000
		Total for Vendor:	150.00						
44335	-99867C 988 PLATT		9.09						
1	4K41603 09/15/23 318		9.09			1000 20 420440	272		101000
		Total for Vendor:	9.09						
44325	81624S 756 POMP'S TIRE SERVICE, INC		1,098.18						
2	1850020331 09/13/23 310		298.18			1000 20 420440	233		101000
3	1850020142 09/08/23 ARM TRUCK		800.00			1000 20 420440	233		101000
		Total for Vendor:	1,098.18						
44280	81596S 1746 SAVMOR DRUG #1, INC		66.94						
1	090723-00C 09/07/23 MEDICAL SUPPLIES		66.94			1000 80 420461	222		101000
		Total for Vendor:	66.94						
44330	81625S 1471 SAW SHOP		648.40						
1	4795 09/22/23 SAWS		648.40			1000 50 420460	206		101000
		Total for Vendor:	648.40						
44315	81615S 369 STAPLES		30.73						
1	8103A 09/01/23 STA 5		25.99			1000 50 420460	365		101000
2	982450140A 09/01/23 OFFICE SUPPLIES		4.74			1000 10 420510	210		101000

09/28/23
14:35:59

MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 9/23

Page: 8 of 9
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
44326	-99871C	369 STAPLES	131.78						
1	8071509954	09/03/23 PRINTER INK STA 5	131.78			1000 10 420510	220		101000
		Total for Vendor:	162.51						
44327	-99870C	981 TRUCKPRO, LLC	130.68						
1	11-0007220	09/14/23 318	130.68			1000 20 420440	272		101000
		Total for Vendor:	130.68						
44314	81616S	1881 TRUGREEN	94.50						
1	0901238339	09/01/23 STA 6	94.50			1000 50 420460	366		101000
		Total for Vendor:	94.50						
44328	81626S	1628 UNIVISION	3,191.00						
1	251395	09/01/23 OFFICE 365	1,574.00			1000 10 420510	368		101000
2	251500	09/01/23 VELOCITY HOURS	1,617.00			1000 10 420510	368		101000
		Total for Vendor:	3,191.00						
44303	-99876C	408 VERIZON WIRELESS	1,180.77						
1	9944232181	09/11/23 WIRELESS	1,180.77			1000 10 420510	345		101000
		Total for Vendor:	1,180.77						
44329	81627S	782 WESTERN STATES EQUIPMENT COMPANY	5,599.39						
1	N002538729	09/25/23 STA 6	456.71			1000 50 420460	301		101000
2	N002531108	09/18/23 STA 5	1,388.03			1000 50 420460	301		101000
3	N002531102	09/18/23 STA 6	1,277.27			1000 50 420460	301		101000
4	N002531121	09/18/23 STA 1	1,238.69			1000 50 420460	301		101000
5	N002531113	09/18/23 STA 2	1,238.69			1000 50 420460	301		101000
		Total for Vendor:	5,599.39						
44290	81608S	1818 ZANON FULBRIGHT	125.49						
1	091223ZF01	09/12/23 FULBRIGHT PARAMEDIC FLASH	125.49			1000 50 420460	380		101000
		Total for Vendor:	125.49						
		# of Claims	53	Total:	136,298.12	# of Vendors	39		
		Total Electronic Claims			3,478.38				
		Total Non-Electronic Claims			132819.74				

09/28/23
14:36:00

MISSOULA RURAL FIRE DISTRICT
Fund Summary for Claims
For the Accounting Period: 9/23

Page: 9 of 9
Report ID: AP110

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH ON DEPOSIT - COUNTY TREASURER	\$136,298.12
Total:	\$136,298.12

09/28/23
07:58:30

MISSOULA RURAL FIRE DISTRICT
Claim Details
For the Accounting Period: 8/23

Page: 1 of 2
Report ID: AF100

For doc #s from 44267 to 44308
* ... Over spent expenditure

Claim Line #	Check #	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
44267	81579S	7 ALL AMERICAN TROPHY		60.00			1000 50 420460	224	101000
1	87260	08/31/23 ID TAGS		60.00					
44268	-99880C	369 STAPLES		37.54			1000 10 420510	210	101000
1	8071428719	08/27/23 OFFICE SUPPLIES		37.54					
44269	81583S	1686 NORTH RIDGE FIRE EQUIPMENT		1,784.00			1000 50 420460	224	101000
1	25906	08/30/23 PPE		1,784.00					
44270	81584S	1890 TASK FORCE TIPS		479.65			1000 50 420460	237	101000
1	9020238	08/30/23 HOSES/NOZZLES		479.65					
44271	-99879C	420 KELLEY CONNECT		165.00			1000 10 420510	356	101000
1	34788916	08/31/23 COPIER MAINT		165.00					
44282	81581S	148 LITHIA MOTORS		82.99			1000 20 420440	372	101000
1	446221	08/22/23 301		82.99					
44284	81582S	244 MISSOULA TEXTILE SERVICES		396.90			1000 10 420510	356	101000
1	0831230020	08/31/23 ALL STATIONS		396.90					
44286	-99878C	141 GENERAL FIRE APPARATUS		122.19			1000 20 420440	272	101000
1	17020	08/22/23 317		122.19					
44287	81580S	32 BIG BEAR SIGN COMPANY		44.00			1000 20 420440	373	101000
1	2023-1278	08/18/23 366		16.00					
2	2023-1292	08/21/23 336		28.00					
44308	81617S	1717 COSTCARE PLLC		1,458.00			1000 10 420510	356	101000
1	19668	08/31/23 AITCHISON NEW HIRE PHYSICAL		486.00					
2	19668	08/31/23 BUNNELL NEW HIRE PHYSICAL		486.00			1000 10 420510	356	101000
3	19668	08/31/23 J LAPINSKI NEW HIRE PHYSICAL		486.00			1000 10 420510	356	101000

of Claims 10 Total: 4,630.27

Total Electronic Claims 324.73 Total Non-Electronic Claims 4305.54

Fund/Account	Amount
1000 GENERAL FUND	
101000 CASH ON DEPOSIT - COUNTY TREASURER	\$4,630.27
Total:	\$4,630.27

Claims reviewed and approved for payment at the Regular scheduled Missoula Rural Fire District Board of Trustee Meeting held Tuesday, October 3rd, 2023, at 4:00 PM.


_____ Melissa Schnee, Finance/HR Director

_____ Ben Murphy, Chairman

_____ Dick Mangan, Secretary

Ben Crocker of MRFD,

I would like to personally Thank you of the department for allowing Clint to have a few days off from academy, to be present for our 2nd babies boy Birth! Having been a fire wife for a few years already of being used to him missing big things, I am beyond grateful he has been given this opportunity to be more present & involved!

As a family we cannot thank you enough, & we are so excited to be joining the MRFD family!

So enjoy a sweet treat on us, the new Family of FOUR! ☺

Clint, Marika, Aiven & Topa Dragalla

☺☺

...with

sincere

appreciation.

A Very Special

thank
you





**TYLER R. GERNANT
CLERK & TREASURER
200 WEST BROADWAY
MISSOULA MT 59802-4292
(406) 258-4752**

Missoula Rural Fire District
2521 South Avenue West
Missoula, Montana 59804

September 14, 2023

To Whom It May Concern;

The Missoula County Commissioners have approved a request to annex the property located at 11884 Bench Rd Missoula, MT 59808, into the Missoula Rural Fire District.

Please let me know if I may be of additional assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Karen Baldrige".

Karen Baldrige
Deputy Clerk & Recorder
Missoula County
recording@missoulacounty.us
(406) 258-4752

RESOLUTION 2023-074

ANNEXATION TO THE MISSOULA RURAL FIRE DISTRICT
A PARCEL OF LAND LOCATED IN MISSOULA COUNTY

WHEREAS, a petition has been received by the Clerk and Recorder's Office to annex to the Missoula Rural Fire District areas of land described as follows:

Parcel 2A of COS 5693, located in W1/2 of Section 10 T14N R19W, Missoula County, Montana
Parcel #5830465, located at 11884 Bench Rd, Missoula MT 59808

WHEREAS, said petition for annexation to the Missoula Rural Fire District, as presented to and filed in the Clerk and Recorder's Office, has been checked and verified; and

WHEREAS, said petition contains the signatures of more than 40% of the owners of the real property within the area to be annexed and representing 40% or more of the taxable value of the property within the in the area to be annexed; and

WHEREAS, a public hearing on this matter was held at 2:00 p.m. in Courthouse Annex Room 151, Missoula County Courthouse Annex, Missoula, Montana, on September 14, 2023, before the Board of County Commissioners of Missoula County, Montana; legal publication and notice requirements having been met in accordance with MCA 7-33-2125; and

WHEREAS, no one appeared to protest the annexation of the above-described parcel of land nor were any written protests received; and

WHEREAS, the Missoula Rural Fire District supports the annexation; and

WHEREAS, the Missoula Board of County Commissioners did approve said annexation as requested;

NOW, THEREFORE, BE IT RESOLVED that the parcel of land above referenced be included within said Missoula Rural Fire District, and is to be assessed for said annexation a fire district levy along with other property already a part of said Missoula Rural Fire District.

DATED THIS 14TH DAY OF SEPTEMBER, 2023

ATTEST:


Tyler R. Gemant, Clerk & Treasurer

BOARD OF COUNTY COMMISSIONERS
MISSOULA COUNTY, MONTANA


Josh Strick, Chair




David Strohmaier, Commissioner


Juanita Vero, Commissioner

September IT Report

- New hire setup and training on MRFD IT systems
- Continued struggle with setting up Twilio SMS service for more reliable Telestaff alerts. As of September 27, there is finally a Twilio support person who is communicating with specific steps to take.
- Setup WiseStamp software interface with MS Outlook for email signatures. Jenn Culp is doing the actual signature layout.
- Finished setting up redundant file servers in a Distributed File System configuration. This provides an immediately available backup to one file server failing.
- Configuration changes on the new Station Alerting system
- Misc items: file recovery for user, Getac RMA for touch screen repair, no power to MDT in 355,

Evaluating Tyler Tech Fire Mobile application version, Crew Force, running on iPads. After an initial demonstration by Tyler we proceeded to install the app on all station's apparatus iPhones and an iPad. We also acquired an additional iPad with LTE capabilities. Monitored performance over the course of the month from Station 1 as well as 10+ ride-alongs on incidents to familiarize with the app. Researched mounting options for deploying iPads in apparatus.

Joe Ford
IT Manager

Deputy Fire Marshal Monthly Report

Dodd McDermott

September 2023

Activities

Business Inspections (re-inspections):

- 11885 Highway 93 S
- 18470 Highway 12 W
- 4949 Buckhouse Ln Ste A
- 4949 Buckhouse Ln Ste B
- 4949 Buckhouse Ln Ste D

Certificate of Occupancy Finals (Business):

-

Residential Sprinkler Final, Rough-Ins, and C of O (residential) Inspections:

- 7287 Moon Dancer Cluster R-I
- Sprinkler final 9653 Hatton Ln
- 10530 Royal Coachman Dr
- 12500 Grant Creek Rd
- 9653 Hatton Ln sprinkler final

Annexation:

-

Water Supply (cisterns, hydrants, etc.):

- Loves Water supply

Lockboxes:

- Lolo School

Community Risk Reduction, Fire Prevention, and Code Compliance:

- Missoula County CPR Initiative

Fire Investigations:

-

Classes/Training:

- Vector Solutions Training
- James Rowan

- Trauma review

Plan Reviews:

- 4130 Sierra Dr
- 7005 Siesta Dr
- 11575 Allomont Dr
- 11553 Allomont Dr
- 11594 Cattail Way
- 9251 Bonner Mill Rd
- 9255 Bonner Mill Rd
- 16535 Folsom Rd
- 28541 Highway 12 W
- 1225 Tyro Ct
- 6345 Woody Mountain Dr
- 1030 Chief Joseph Cluster sprinkler plan review
- 5880 Vang Ct
- 240 Glacier Dr

First Due:

- Pre plans

Assignments and Other Activities:

- Streamlining Permitting meeting
- CPT meeting
- Drive Safe Missoula Meeting
- James Rowan Training
- DRT meeting
- MCFPA K-2 School program
- Plan review checklist update and review
- Performance indicators review

Deputy Fire Marshal Monthly Report

Peter V. Giardino

September 2023

Activities

Business Inspections (re-inspections):

- 9600 Inspiration Dr.
- 8700 Roller Coaster Rd.

Certificate of Occupancy Finals (Business)

- 9100 Bird Lane

Residential Sprinkler Final, Rough-Ins, and C of O (residential) Inspections

- 796 Eliza Ct.

Annexation

Water Supply (cisterns, hydrants, etc.)

- Spoke with Regional Manager for Loves TP. Plan is in place to fix water supply issues.

Lockboxes

Community Risk Reduction, Fire Prevention, and Code Compliance

- Spoke with homeowner re: portable space heaters
- Phone call & email with Tyler Technology representative for Technical Committee.
- Provided hazmat release information to Engineering firm for 12475 Hwy 93 S. in Lolo.
- Reviewed proposed Boundary Line Relocation located along Nature Dr. and Mormon Creek Rd. in Lolo.
- Provided road/driveway requirements for 3007 Larch Camp Rd.
- Approval letter for State Cannabis Control Division for 8700 Roller Coaster RD.
- Provided information re: tent membrane structures.

Fire Investigations

- Created a map for locations of damaged property as a result of the Triple L Fire.

Classes/Training

- Prep for hazmat operations training next week.
- MRFD Hazmat instructor

Plan Reviews

- 3803 Spurgin Rd.
- 5880 Vang Ct.
- 2620 North Ave. W.
- 5175 Goodan Ln.
- 12100 O'Brien Cr. Rd.
- 10575 Royal Coachman Dr.
- 9580 Miller Creek Rd.
- 2535 Windemere Ln.

First Due:

- Updated gate codes for 9600 Inspiration Dr.

Assignments and Other Activities

- Drone training
- MRFD Technology meeting
- DFM file updates
- Streamline permit meeting
- DRT meeting
- Phone call with Tyler Technologies re: business inspections for Technical Committee.
- Teams meeting with Tyler Technologies

Missoula Rural Fire District
2521 South Avenue West
Missoula, Montana 59804
Board of Trustees
Resolution # 2023-14

The Missoula Rural Fire District Board of Trustees met in Regular Session on Tuesday, October 3, 2023, and voted to approve Resolution #2023-14 for authorizing the use of a cooperative purchasing agreement for a water tender.

The Missoula Rural Fire District Board of Trustees approved Resolution #2023-2 on February 14, 2023, for advertising for bids for a water tender.

Since the adoption of Resolution #2023-2, the option of purchasing a water tender through a cooperative purchasing agreement was researched as an alternative to soliciting competitive bids.

Cooperative purchasing is authorized by Board policy and state statute.

Cooperative purchasing is exempt from bidding requirements and provides a financial benefit to the taxpayers in the form of reduced costs.

Motion was made to rescind and replace Resolution #2023-2 with the present Resolution and authorize the purchase of a water tender through a cooperative purchasing agreement.

Motion was seconded after discussion on the matter before the Board, there was no public comment and vote was **passed**.

_____, Ben Murphy, Board Chair

_____, Dick Mangan, Board Secretary

_____, Chris Newman, Fire Chief

cc: BOT Minutes
mhs

Missoula Rural Fire District
2521 South Avenue West
Missoula, Montana 59804
Board of Trustees
Resolution # 2023-15

The Missoula Rural Fire District Board of Trustees met in Regular Session on Tuesday, October 3, 2023, and voted to approve Resolution #2023-15 for authorizing the use of a cooperative purchasing agreement for a water tender.

The Missoula Rural Fire District Board of Trustees approved Resolution #2023-3 on February 14, 2023, for advertising for bids for a water tender retrofit.

Since the adoption of Resolution #2023-3, the option of purchasing a water tender through a cooperative purchasing agreement was researched as an alternative to soliciting competitive bids.

Cooperative purchasing is authorized by Board policy and state statute.

Cooperative purchasing is exempt from bidding requirements and provides a financial benefit to the taxpayers in the form of reduced costs.

Motion was made to rescind and replace Resolution #2023-2 with the present Resolution and authorize the purchase of a water tender through a cooperative purchasing agreement.

Motion was seconded after discussion on the matter before the Board, there was no public comment and vote was **passed**.

_____, Ben Murphy, Board Chair

_____, Dick Mangan, Board Secretary

_____, Chris Newman, Fire Chief

cc: BOT Minutes
mhs

500 W. Broadway
Missoula, MT 59802
P: 406-329-5630
www.providence.org



September 5, 2023

Christopher M. Newman
Fire District Chief
Missoula Rural Fire District
2521 South Ave. West
Missoula, MT 59804

Re: Amendment No. 4 to Biomedical Engineering Services Agreement – Extension of Term

Dear Chief Newman:

The 10/01/2019 Providence St. Patrick Hospital Biomedical Engineering Services Agreement with Missoula Rural Fire Department, through which St. Patrick Hospital provides for the periodic inspection and preventative maintenance of MRFD defibrillators and other biomedical equipment (“Agreement”) is due for renewal.

This will confirm our mutual agreement to amend **Exhibit A – Scope and Deliverables** – of the Agreement as follows:

- Extend the **Term** of the Agreement for one year to **9/30/2024**.

Except as expressly modified by this Amendment No. 4, the Agreement remains unmodified and in full force and effect.

If this Amendment and updated Exhibit A meet with your approval, please return a signed copy to Mr. Jeremy Boulter

Sincerely,

Kirk Bodlovic
Interim CE / Chief Operating Officer
Providence Montana Service Area

Approved:

Christopher M. Newman
Fire District Chief
Missoula Rural Fire District

9-7-23

Date

EXHIBIT A
SCOPE AND DELIVERABLES

1. Description of Services to be Performed by Providence

Providence will provide preventive maintenance inspections of Customer's equipment below:

- Twelve Physio-Control LP 15 Defibrillators— serial # 40854896, 43164486, 43164548, 43164979, 43164364, 43400013, 49140574, 48691452, 49148977, 48805230, 49149005, and 49140965.
- Eleven Physio-Control LP 1000 AEDs— serial # 36436255, 36436256, 49146918, 49125207, 49125282, 49125209, 49125281, 49125208, 49125283, 49125210, and 49135774.

Furthermore, Providence will provide computer generated documentation and reports to Customer as required by the State of Montana, NFPA, TJC, and CMS within ten (10) business days of Providence's scheduled inspections.

2. Schedule/Timeframe for Services Completion (Contract Term)

- a. **Term:** Effective Date: **10/01/2023**; Expiration Date: **9/30/2024**
- b. **Services/Deliverables/Timeframe:** Providence will provide one (1) annual inspection as scheduled by Customer during the one-year Term of this Agreement. Said inspections will occur during regular business hours at Providence's premises located at 500 W. Broadway in Missoula, Montana, or on site at Customer's designated premises upon mutual agreement between Providence and Customer.

3. Compensation Amount and Timing of Payment

As compensation for the Services provided by Providence pursuant to this Agreement, Customer shall pay to **St. Patrick Hospital's Biomedical Engineering Department** the sum of **\$2187.50** within twenty (20) days following execution of this Agreement by both parties. Customer is not entitled to a refund of said payment in the event Customer terminates this Agreement mid-Term following the first scheduled inspection.

The aforementioned contract price covers preventive maintenance inspections only and does **not** include repair parts or labor costs. In the event Providence determines that Customer's equipment requires repair, Providence will provide Customer with a written repair proposal to include an estimate of repair parts and/or labor costs. Providence will not initiate any repairs without Customer's written authorization to do so.