HAMILTON RURAL FIRE DISTRICT

BOARD OF TRUSTEES MONTHLY MEETING

Date: September 10th Meeting Minutes

1. **CALL TO ORDER**
    a. **Chairman Suenram called the meeting to order at 5:30 pm**
2. **ROLL CALL (X-PRESENT, A-ABSENT, E-EXCUSED**

____ X Vice-Chair Adams

____ A Secretary/Treasurer Brady

____ X Trustee Campbell

____ X Chair Suenram

Guests present include Acting Chief Tyson Woods, Assistant Chief Tony Sisson, and Jeff Huff

3. **Public Comment (for items not on the agenda)** – A fundamental element of democracy is the right of citizens to address their elected representatives, therefore any citizen may provide written or verbal public comments during this time that are within the subject matter jurisdiction of the Board of Trustees. No Board action or discussion shall be taken on public comment and comments shall be limited to three (3) minutes per person.

4. **CONSENT ITEMS:** Consent items are non-controversial and can be acted upon at one time without discussion. ***Any member of the Board may pull any consent item for discussion and separate action.***
    a. Approval of AGENDA
    b. Approval of the MINUTES from August 13th, 2025 – a regular scheduled meeting
    c. Approval of warrants and financial report for July/August

Trustee Campbell made a motion to approve agenda, minutes and warrants from August 13th, with making change to last name 'Huff' to Jeff. Trustee Adams seconded the motion. Motion was approved.

Charter Spectrum	Internet	$104.94
Century Link	Phone	$132.28
Ravalli Electric	Utilities	$166.59
Northwestern Energy	Utilities- Charlos & Skalkaho (bills available on 10th)	$283.87
Visa	Microsoft $75 Quick books renewal $999	$1074.00
Stacy Oren	Cleaning – Skalkaho & Charlos and Window Washing	$150.00
Ronda Taggart	Admin Bookkeeping	$605.00
Sula Peak Lawn	Mowing – August Charlos & Skalkaho	$800.00
Carquest	7221	$360.77
North Ridge Fire Equipment	Wildland Boots Halligan	$621.75
Les Schwab	7221 tires - $4605.36 7321 tires - $6446.58 7113 caliper bolt - $20	$11,071.94
Best Fire Equipment	Charlos service $122 Skalkaho service $250 (less double payment of $29)	$343.00
City of Hamilton	1st Qtr Interlocal Agreement	$TBD

5. **CORRESPONDENCE AND COMMUNICATIONS - none**

6. **TRUSTEES REPORTS**
   a. **Chairman Suenram –** A meeting has been set for September 30th at 7 pm with all fire districts, a few trustees and chiefs to discuss funding communication in the county.

7. **VOLUNTEER FIRE ASSOCIATION REPORT -none**

8. **FIRE CHIEF'S REPORT**
   a. **Acting Chief Tyson Woods**
      1. Reviewed calls, reports not completed by Captains so full report not provided
      2. Station 2 graphics are done, a few were left out
      3. Side by side and compressed air foam system are back at the DNRC
      4. 03 is back at the shop with a transmission problem, quote of @ $3000 to fix sensor issue and @ $6000 to replace transmission. After discussion, a motion was made by Trustee Adams to approve up to $6000 for a new transmission, seconded by Trustee Campbell. Motion was approved.
      5. (2) new firefighter applicants
      6. Pump testing to begin 9/11/2025
      7. Discussed ordinance violation
      8. First Due report access to be coming soon
      9. Discussed Relief Fund letter to HVFD; After brief discussion, a motion was made by Trustee Adams to allow Chairman Suenram to sign the letter to the Firefighter's Association, seconded by Trustee Campbell. Motion was approved.

9. **DISCUSSION AND DECISION**
   a. **Resolution 2025** – Chairman Suenram; Resolution 2025 has been modified by recommendation from Regina Plettenberg from the county. After discussion, a motion was made by Trustee Adams to approve and adopt Resolution 2025-01, seconded by Trustee Campbell. Motion was approved.
   b. **Open Bids for New Storage Building & Possible Award** – Chairman Suenram; no current bids submitted, Chairman Suenram will consult with Kate on how to proceed
   c. **Jeff Huff, Board Member Candidate** – Chairman Suenram; Jeff introduced himself and reviewed his experience in fire and other positions he's held over the years. After questions and interview by the board, a motion was made by Trustee Adams to recommend Mr. Huff to the County Commissioners for the vacant member position, seconded by Trustee Campbell. Motion was approved.
   d. **Energy Partners Propane Contract** – Chairman Suenram; contract for this year is 600 gallons for $1109.40. A motion was made by Trustee Campbell to approve the contract, seconded by Trustee Adams. Motion was approved.
   e. **Final Budget Adoption** – Chairman Suenram; Discussion ensued on final budget, with some minor adjustments made. A motion was made by Trustee Campbell to adopt the final budget as edited, seconded by Trustee Adams. Motion was approved.

10. DISCUSSION ON – none

11. UPDATE ON:

a. **Tax Roll Audit** – Trustee Brady; nothing new
b. **Increased Credit Card Limit** – Trustee Brady/Trustee Adams; more information will need to be provided and new application submitted, again. A motion was made by Trustee Adams to apply for a credit card with a $10,000 limit, (2) cards and Chairman Suenram, Trustees Campbell and Brady and Administrative Assistant Taggart as authorized users. Motion was seconded by Trustee Campbell. Motion was approved.
c. **New Fire Station Location & ISO Audit –** Trustee Brady; nothing new
d. **dot gov Domain Name** – Chairman Suenram; waiting on Streamline
e. **Plymovent System** – Assistant Chief Sisson; nothing new, he doesn't have time right now
f. **Digitization of Documents onto OneDrive**– Trustee Campbell **(TABLED for Fall/Winter**
g. **Roster** – Chairman Suenram **(TABLED)**
h. **7221 Hose Reel Motor** – Chief Sisson; nothing new, he doesn't have time right now
i. **Survey & Fencing , Charlos Station** – Trustee Brady; nothing new

12. **ANNOUNCEMENTS: -** none

13. NEXT MEETING: The next scheduled meeting will be on October 8th at 5:30 pm at the Skalkaho Station

14. ADJOURNED

Meeting adjourned at 6:40 pm

Approved by:

Bruce Suenram

Board Chairman

Secretary/Treasurer