



HAMILTON RURAL FIRE DISTRICT
BOARD OF TRUSTEES MONTHLY MEETING
Date: December 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 Chair Suenram
 X Vice-Chair Adams
 X Secretary/Treasurer Brady
 X Trustee Campbell
 X Trustee Huff

Guests present include Chief Tyson Woods

- 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 November 12th, 2025 – a regular scheduled meeting
 - c. Approval of warrants and financial report for October / November

Trustee Brady made a motion to approve agenda, minutes and warrants from November 12th. Trustee Adams seconded the motion. Motion was approved.

Charter Spectrum	Internet	\$104.94
Century Link	Phone	\$132.71
Ravalli Electric	Utilities	\$162.47
Northwestern Energy	Utilities- Charlos & Skalkaho (bills available 9-10th)	\$418.24
Visa	Microsoft	\$78.78
Stacy Oren	Cleaning – Skalkaho & Charlos	\$150.00
Ronda Taggart	Admin Bookkeeping	\$550.00
Carquest	7122	\$31.42
City of Hamilton	2nd Qtr Interlocal Agreement	\$19,070.60
Northwest Fire Services	7211 - \$852.78 7221 - \$207.31 7213 - \$372.15 7313 - \$273.71 7113 - \$6215.65 7221 + others (waiting for updated breakdown) \$4178.26	\$12,099.86
The Paper Clip	Office supplies	\$25.25
Base Line Surveying	Charlos Station property line marking	\$400.00

5. CORRESPONDENCE AND COMMUNICATIONS

6. TRUSTEES REPORTS

- a. **Fire Service Conference** – Trustee Huff; brief review on conference
- b. **Meeting with Mayor** – Chairman Suenram & Vice-Chair Adams; reviewed meeting, etc.

7. VOLUNTEER FIRE ASSOCIATION REPORT

8. FIRE CHIEF'S REPORT

- a. **Chief's Report - Chief Tyson Wood**; reviewed calls, Frontline de-brief on 18th, etools arrived, candidate committee has started, update on MVA calls, association will be attending stock farm Christmas handing out smoke detectors; info from Assistant Chief on repairs; 7113 going to Slade in next few weeks, 7221 late January, 7321 late February, 7211 has hydraulic leak, 7311 has hydraulic leak, both going in mid Jan, DOT inspections later in January
- b. **Assistant Chief's Report - Assistant Chief Tony Sisson**; absent

9. DISCUSSION AND DECISION

- a. **Revised Purchasing Policy** – Chairman Suenram / Trustee Adams; Motion was made by Trustee Brady to approve revised policy, seconded by Trustee Adams. Motion was approved.
- b. **Firefighters Gift Cards** – Trustee Adams; discussion ensued on getting gift cards for firefighters; Motion was made by Trustee Brady to get \$100 gift cards for firefighters, seconded by Trustee Huff. Trustee Campbell and Adams abstained from the voting. Motion was approved.

10. DISCUSSION ON

- a. **Interlocal Agreement** – Chairman Suenram; current agreement expires end of June, need to be thinking about negotiating committee
- b. **New command vehicle** – Chief Woods; will look into getting quote
- c. **Storage cage for tools at Station 3** – Chief Woods; need some extra storage at Station 3; will get a quote
- d. **Northwest Fire Services upcharge on invoices** – Chief Woods; informed board of 7% upcharge on invoices when going through a contractor

11. UPDATE ON:

- a. **Tax Roll Audit** – Trustee Brady; nothing new

- b. **New Fire Station Location & ISO Audit** – Trustee Brady; still waiting to hear
- c. **dot gov Domain Name** – Chairman Suenram; checking to see if we need to change more things / emails
- d. **Digitization of Documents onto OneDrive**– Trustee Campbell (**TABLED for Fall/Winter**)
- e. **Roster** – Chairman Suenram (**TABLED**)
- f. **Survey & Fencing , Charlos Station** – Trustee Brady; surveying done, waiting on bids from fencers
- g. **Open Bids for New Storage Building & Possible Award** – Chairman Suenram; Motion by Trustee Adams and seconded by Trustee Brady for Chairman Suenram to sign building permit. Motion passed.
- h. **Letter to Commissioners regarding communication upgrades** – Chairman Suenram; nothing new
- i. **Taylor Wells Insurance Quote** – Chairman Suenram; in process of getting quote

12. **ANNOUNCEMENTS:** none

13. **NEXT MEETING:** The next scheduled meeting will be on January 14th at 5:30 pm at the Skalkaho Station

14. **ADJOURNED**

Meeting adjourned at 6:15 pm

Approved by:



Board Chairman



Secretary/Treasurer