# *HAMILTON RURAL FIRE DISTRICT*
## BOARD OF TRUSTEES MONTHLY MEETING
## Date: September 9th 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**

**____ A Trustee Huff**

**Guests present include Chief Tyson Woods, Assistant Chief Tony Sisson**

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 12th, 2026 – a regular scheduled meeting
    c. Approval of warrants and financial report for July / August

**Trustee Brady made a motion to approve agenda, minutes and warrants from August 12th, with the spelling correction of Sisson. Trustee Adams seconded the motion. Motion was approved.**

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| Charter Spectrum | Internet | $105.20 | Ck# |
| Century Link | Phone | $132.85 | Ck# |
| Ravalli Electric | Utilities | $168.37 | Ck# |
| Northwestern Energy | Utilities- Charlos & Skalkaho (bills available 9-10th) | $343.83 | Ck# |
| Farmers: Visa | | $0 | Ck# |
| Visa – Card 3255 | Microsoft, QB renewal | $1227.78 | Ck# |
| Stacy Oren | Cleaning - Skalkaho & Charlos | $150.00 | Ck# |
| Ronda Taggart | Admin Bookkeeping | $660.00 | Ck# |
| Sula Peak Repair & Lawn | Mowing – Charlos & Skalkaho | $900.00 | Ck# |
| Lincoln Financial | LOSAP | $25,282.50 | Ck# |
| Best Fire Equipment | HRFD Vehicle Service | $178.00 | Ck# |
| Rocky Mountain Doors | Broken glass replacement - Skalkaho | $129.00 | Ck# |
| C&M Towing | 7113 | $225.00 | Ck# |
| City of Hamilton | 1st Qtr Interlocal Agreement | $35,957.46 | Ck# |
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5. **CORRESPONDENCE AND COMMUNICATIONS** - none

6. **TRUSTEES REPORTS**
   a. **Chairman Suenram;** Whiskey Jack resident, Barbara Fink, contacted and is asking HRFD to send a letter to HOA requesting them to have the roads graded. After discussion, it was not moved forward for letter submission.
   b. **Chairman Suenram;** Met with Tim at the RC Airport regarding ARFF truck that Missoula Airport would like to give to the airport. Airport is asking if HRFD is interested in county acquiring the truck and if HRFD will operate it. They are working towards an agreement between the county and HRFD. There will be a discussion at the next airport board meeting and then hopefully be moved forward to the county commissioners. Chairman Suenram and Trustee Brady will attend the airport board meeting. Motion by Trustee Adams to move forward with investigation towards agreement, seconded by Trustee Brady. Motion passed.
   c. **Trustee Brady;** Following up on sign at Station 2. The Shirt Stop said they would complete it next week.

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

8. **FIRE CHIEF'S REPORT**
   a. **Chief's Report - Chief Tyson Woods;** reviewed calls, 1 Firefighter has resigned, 2 new candidates are going through the interview process; still trying to make contact with Knox, will update once contact is made regarding rekeying boxes. New Knox boxes for HRFD stations would cost approximately $600/station. 2 Firefighters starting EMT class.
9. **Assistant Chief's Report**
   a. **7311 hub replacement will take place**
   b. **7113 towed to Hamilton Automotive – broken wires in valve cover gasket – getting gasket replaced**
   c. **Station 2 fill site – has not made contact with Aqua Drilling**
   d. **Station 2 – water left running and tank filled up, tank was pumped**
   e. **Pump tests beginning Friday**
   f. **Truck checks will start again Jan 2027**
   g. **7103 – warranty transmission completed again and this time it is working great**

10. **DISCUSSION AND DECISION**
   a. **LOSAP –** Review and approve check; check sent tomorrow
   b. **Conference Registration** – Chairman Suenram; Conference in Helena 10/14-18.

Chairman Suenram, Trustees Brady, Adams and Assistant Chief Sisson would like to attend. Motion by Trustee Adams to pay for registration for them, seconded by Trustee Brady. Motion approved.

c. **Adopt Fire Protection Standards** – Chairman Suenram; Need to update with WUI Code, Adoption Date, per unit fee increase to $1500/unit - $750/unit if sprinklers, wildfire. Motion by Trustee Brady to make changes, seconded by Trustee Campbell. Motion passed.
d. **Adopt Final Budget** – Chairman Suenram; Carryover balance $591,028.38, CIP $1,257,489.77. Discussion on final budget, special meeting set for further discussion and approval on September 16th.

## 11. DISCUSSION ON

a. **Review and Discuss Subdivision Evaluation Document** – Chairman Suenram; will discuss in October
b. **Administrative Assistant Position** – Chairman Suenram; working on job description and posting, will discuss in October

## 12. UPDATE ON:

a. **Tax Roll Audit –** Trustee Brady; nothing
b. **New Fire Station Location & ISO Audit –** Trustee Brady; property owner had surgery and has asked to delay station a few weeks while he recovers
c. **dot gov Domain Name/Emails**–Trustee Brady; still working on web host to make changes to allow .gov address
d. **Storage Building** – Chairman Suenram/Vice Chair Adams; still waiting on state approval to begin work again
e. **New command vehicle –** Chief Woods; Chairman Suenram will send spec to Kate
f. **Interlocal Agreement Committee** – Vice Chair Adams / Trustee Brady; Motion by Trustee Brady to approve ILA for 1 year term, seconded by Trustee Adams. Motion passed.
g. **Rural Work Comp Policy – (TABLED)**
h. **Virtual Meeting Policy Edits** – Chairman Suenram; will discuss in October
i. **Foss Minor Subdivision;** draft comments submitted
j. **Administrative Duties / Replacement;** above

13. **ANNOUNCEMENTS** - none

14. **NEXT MEETING: The next scheduled meeting will be on October 21st at 5:30 pm at the Skalkaho Station**

15. **ADJOURNED**

Meeting adjourned at 6:35 pm

**Approved by:**

Bruce Suenram

**Board Chairman**

**Secretary/Treasurer**