HAMILTON RURAL FIRE DISTRICT
BOARD OF TRUSTEES MONTHLY MEETING
Date: August 13th 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

____ X Secretary/Treasurer Brady

____ X Trustee Campbell

____ X Chair Suenram

Guests present include Assistant Chief's Tyson Woods and 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 July 9th, 2025 – a regular scheduled meeting
    c. Approval of warrants and financial report for June/July

Trustee Adams made a motion to approve agenda, minutes and warrants from July 9th. Trustee Brady seconded the motion. Motion was approved.

Charter Spectrum	Internet	$104.94
Century Link	Phone	$132.28
Ravalli Electric	Utilities	$159.50
Northwestern Energy	Utilities- Charlos & Skalkaho (bills available on 10th)	$415.58
Visa	Microsoft	$75.00
Stacy Oren	Cleaning – Skalkaho & Charlos and Window Washing	$150.00
Ronda Taggart	Admin Bookkeeping	$577.50
Sula Peak Lawn	Mowing – July Charlos & Skalkaho	$1000.00
Carquest	Station 2 - $64.39 7122 - $793.00	$857.39
Northwest Fire Services	Balance due on tank #1 (7213)= $2280 Balance due on tank #2 (7313)= $1950.00	$4230.00
Hamilton Automotive	03 Command	$3101.12
B Unique Property Maintenance	Radio speaker installation	$366.66
Column Software PBC	Ads in Ravalli Republic for bidding	$163.76
Evans' Ace	supplies	$37.72
Culligan	Charlos Heights	$203.00
Les Schwab	03 Command tires	$1884.84
Elaine's Engraving	Plaque/plates engraving	$120.00
Lincoln Financial	LOSAP	$31,277.50

Fire Catt	Hose Testing	$2755.20

5. **CORRESPONDENCE AND COMMUNICATIONS**
   a. **Chairman Suenram** – A few bid requests have been received for the new storage building
   b. **Chief Woods** – H2S inquiry – spoke with them

6. **TRUSTEES REPORTS**
   a. **Chairman Suenram –** We need to address Resolution 2025 which requires HRFD to list our taxes as dollars rather than mills. Discussion and decision for September agenda.

7. **VOLUNTEER FIRE ASSOCIATION REPORT**
   a. Picnic is 8/23 at the Angler's Roost cabins and board members are invited. There will be a presentation of a plaque for former trustee Mike Huus.

8. **FIRE CHIEF'S REPORT**
   a. **Chief Tyson Woods**
      1. There have been a lot of burn ordinance violations. Law enforcement has to enforce the violations as fire departments do not have authority to do so. Chiefs Woods will take to fire council to address issue.
      2. Physicals are complete and no firefighters were taken out of service. Chief Woods will be working on a policy requiring firefighters to attend physicals moving forward.
      3. Hose testing is complete
      4. Duty weekend schedule has been put in place. Chief Woods will keep board updated on how it works.
      5. Personnel files or lack thereof is being addressed. Chief reported that some files did no exist and others were not maintained by former chief.
      6. 7122 - still getting quotes for bumper repairs after hitting deer
      7. Department is currently taking applications for new firefighters
      8. First Due is capable of providing read only access. Chief Woods will work on getting this set up ASAP
      9. 7113 – needs more booster line. Chief reminded that he does have authority to make purchases within the spending policy. He will work on quotes and keep the board updated.
      10. 7213 – graphics are done
      11. 7221 and 7321 – tires ordered

9. DISCUSSION AND DECISION

a. **7113 Foam Pump** – Assistant Chief Session; pump needs replaced, bid from NW Fire Services is $6136. Motion by Trustee Brady to accept bid, seconded by Trustee Campbell. Motion passed.
b. **7321 Reel** – Assistant Chief Sisson – need to add reel, price from NW Fire Services is $6746.90. Motion by Trustee Brady to approve adding reel, seconded by Trustee Adams. Motion passed.
c. **7122 Monitor** – Assistant Chief Sisson – monitor needs internal gear replacement. Quote from NW Fire Services is $3934.92. Motion by Trustee Adams to approve quote, seconded by Trustee Brady. Motion passed.
d. **Motor for 7221 Back Reel** – Assistant Chief Sisson – motor is bad and getting a quote to repair it.
e. **LOSAP –** reviewed, done for the year until July 2026
f. **Survey & Fencing, Charlos Station** – Trustee Brady – approval for up to $500 is needed for survey first, then quotes for fencing can be requested. Motion by Trustee Adams to approve up to $500 for survey of N and W property boundaries, seconded by Trustee Campbell. Motion passed.

10. DISCUSSION ON

a. **Montana Fire Services Conference** – Chairman Suenram – conference will be held in Butte in October

11. UPDATE ON:

a. **Tax Roll Audit** – Trustee Brady; nothing new
b. **Increased Credit Card Limit –** Trustee Brady; it is in the works at Farmer's State Bank again with a different person
c. **New Fire Station Location & ISO Audit –** Trustee Brady; nothing new
d. **Bid / Building Sketch for Storage Building** – Trustee Adams/Suenram; Opening bids at September meeting
e. **dot gov Domain Name** – Chairman Suenram; working with Streamline
f. **New Fire Chief** – Chairman Suenram/Chief Woods; nothing new
g. **Apparatus Mechanic** – Trustee Brady/Chairman Suenram: Chair has had discussion with Stevi Fire and Chief Session is to investigate mechanic at Rex Olson's old business location and report back
h. **New tires for 7221 and 7321** – Assistant Chief Sisson; tires ordered
i. **Plymovent System** – Assistant Chief Sisson; NW Fire Services still working on
j. **Roster** – Chairman Suenram; nothing new; Chair would like to wait until Human Rights Violation investigation at City of Hamilton is completed
k. **Digitization of Documents onto OneDrive**– Trustee Campbell; tabled for Fall/Winter
l. **SxS Plans (DNRC) –** Trustee Campbell – have not heard back from DNRC
m. **Dual Roster Conflict Policy** – Nothing new

12. **ANNOUNCEMENTS: -** none

13. **NEXT MEETING: The next scheduled meeting will be on September 10th at 5:30 pm at the Skalkaho Station**

14. **ADJOURNED**

Meeting adjourned at 6:15 pm

Approved by:

Board Chairman

Secretary/Treasurer