



**CENTRAL VALLEY FIRE DISTRICT
BOARD OF TRUSTEES MEETING**

215 Wings Way
Belgrade, MT 59714
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MEETING PLACE: Central Valley Fire District, Station 1
215 Wings Way, Belgrade, MT

DATE: October 8, 2024

TIME: Immediately following the IFC Board of Appeals Meeting

ATTENDANCE:		<u>(Present)</u>	<u>(Absent)</u>
Trustees:	Ty Elliot, Chair	X	
	Darren Wilkins, Vice Chair	X	
	Mark MacLeod, Sec/Treas.	X	
	Ron Murray		X
	Rob Holt	X	
Fire Chief:	Jay Wittwer	X	
Operations Chief:	Vacant		X
Fire Marshal:	Jake Zlomie		X
Deputy Fire Marshal:	Brandon Yung	X	
Acting Clerk:	Debbie Bloem	X	
City Representative:	Jim Simon	X	

NOTICE: **ALL MEETINGS OF THE CENTRAL VALLEY FIRE DISTRICT BOARD OF TRUSTEES ARE RECORDED**

GUESTS/VISITORS: Financial Manager, Samantha Mize-Honatke

Meeting was called to order at 5:32 p.m.

AGENDA:

As presented.

MINUTES:

Trustee Wilkins moved to approve the **September 10, 2024 minutes** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

FINANCIAL REPORTS:

Trustee Wilkins moved to approve **the financial reports**. Trustee MacLeod seconded the motion. The motion was unanimously approved.

COMMUNICATIONS:

The Belgrade Community Library sent a thank you note for the CPR and First Aid classes provided by the District. A **grateful resident** sent a thank you for an EMS transport to Bozeman Deaconess Hospital and lift assistance upon her return from the hospital. Maureen included a donation which went towards the Volunteer Association AED Program. The department also received a thank you note from **Big Sky Kids, Eagle Mount**, for the annual luncheon hosted by the District each summer, welcoming adventurers and parents to the area for camp.

PUBLIC COMMENT:

None.

FIRE CHIEF REPORT:

As submitted.

Fire Chief Jay Wittwer reported that Jeff Hurley, the new **Deputy Chief** of Operations, will begin October 28th. The Fleet Mechanic position has been posted.

A lot of work from the Union, Administrative Staff and Trustees is going into the **Mill Levy** efforts including events as well as social media outreach.

Chief Wittwer included a communication regarding the **SAFER Grant** application, which CVFD was not awarded this year.

OPERATIONS REPORT:

As submitted.

Fire Chief Wittwer reported on the **ISO Classification** update of 3/10, which places Central Valley Fire District in the top 5% and

reflects the work of many members who have gone before to make this possible.

Call volume is consistent. The Fire Chief has received great feedback regarding the **department's response on some very difficult calls** and specifically the work of the CVFD crews providing mutual aid to Gallatin Gateway.

Chief Wittwer expressed appreciation for the level of commitment from **Deputy Fire Marshal Yung**, whose work was highlighted by a communication from Captain McAdams.

FIRE PREVENTION REPORT: As submitted.

Deputy Fire Marshal Brandon Yung reported on some of the activities planned during **Fire Prevention Week** next month, including pumpkin painting, firefighter assistance with student drop off at Story Creek Elementary, and a pizza delivery/smoke detector project with Domino's, as well as the many ongoing tours at the Fire Station.

There are several commercial building projects finishing up and beginning. **Station Alerting** has been repaired at Station 1 at a significant savings thanks to a vendor who was willing to do the work at a reasonable cost.

The alerting system in **front of Station 1** is moving forward with meetings with Morrison Maierle and the airport.

LOCAL 4939 REPORT:

Chief Wittwer mentioned that the Union leadership is now part of the monthly Operations meeting with the Battalion Chiefs and the Deputy Chief. This addition helps to streamline the process and keep communication flowing.

TRUSTEE REPORT:

Trustee Holt reported on his attendance at the **Montana Trustees Conference**. The District's VFIS insurance agent was at the conference and shared information on a Member Family Assistance (Tele-assist Mental Health) Program which is available for \$700 for 6 months. He added that the District currently has a credit that could be used towards this program. Attorney's also presented some information regarding passing a sunseting Mill Levy as opposed to in a Mill Levy in perpetuity. The Montana Fire Trustees Association would like to increase their annual dues from

\$500 to \$1,500 and requested feedback. Trustee Holt expressed appreciation for the privilege of attending the conference. He also is thankful for the Central Valley Fire District Trustee uniform shirts which help him to be recognized as associated with the District.

CITY LIAISON REPORT:

City Council Member Jim Simon reported that the City of Belgrade budget has been approved with an additional \$59,000 identified by the County. There will be a meet and greet for the candidates for the position of library director on October 13th.

Trustee Wilkins moved to accept **the reports** as submitted. Trustee MacLeod seconded the motion. The motion was unanimously approved.

ORDER OF BUSINESS:

DISCUSSION ITEMS:

Traffic Control for Emergency Response from Station 1; Chief Wittwer and Trustee Holt

The meetings and work to proceed on this project continues, including the completion of the marking of the street in front of Station 1. The crew will continue to pass along information on any ongoing issues as they exit Station 1 while responding to calls and unauthorized public use of the area at the front apron exit from Station 1.

November 2024 Mill Levy Election; Local 4939 and CVFD Administration.

This item was discussed in the previous reports.

ACTION ITEMS:

Consideration and Adoption of Resolution 242505 to Adopt the Revised FY25 Budget.

Financial Manager Samantha Honatke reported that the District received \$45,300 in additional operating revenue after the adjustment from the County. An additional \$90,000 was added to

the budget from CHEG grant funds. Some expenses were increased for phone lines and a recently identified contract with Honeywell for Station Alerting. Some adjustments were made to facilities resulting in a \$7,000 decrease. She presented the updated budget request for approval. Financial Manager Honatke also reported that undesignated reserves are being used a little more quickly than anticipated with the reserves projected to last through August 2026.

Trustee MacLeod moved to adopt **Resolution 242505 to Adopt the Revised FY25 Budget**. Trustee Wilkins seconded the motion. The motion was unanimously approved.

ANNOUNCEMENTS:

The next regular meeting of the Central Valley Fire District Board of Trustees is scheduled for **November 12, 2024**.

ADJOURNMENT:

The meeting was adjourned at 6:12 p.m.



Ty Elliot, Chairman



Mark MacLeod, Secretary/Treasurer

ATTEST: 

Debbie Bloem, Clerk