

REGULAR MEETING

Powder River Fire District

December 12, 2018

7:00 P.M.

Present:

Board Members: Fred Carr and Kelly Lohse

Fire Chief: Steve Haines

Deputy Fire Chief: Craig Walker

District Clerk: Becky Schiermiester

The regular meeting of the Powder River Fire District Board of Directors was brought to order by Chairman Kelly Lohse at 7:00 p.m. on Wednesday, December 12th, 2018.

Minutes: Fred Carr moved to approve the minutes for the regular board meeting held on November 14th, 2018, seconded by Kelly Lohse. *Vote: 2 ayes. Motion Carried.*

Treasurer's Report: Becky Schiermiester presented the board with an income/expense report, a balance sheet, and an accumulative budget report. Fred Carr moved to accept the treasurer's report, seconded by Kelly Lohse. *Vote: 2 ayes. Motion Carried.*

Fire Chief's Report:

Call Outs: Deputy Fire Chief Walker reported that the district had responded to four call outs during the past month. The district had responded to one wildland fire, one tire fire, and two car wrecks.

Equipment Purchase: Craig also discussed purchasing face shields for the firefighter's helmets.

Special Event Escorts: Deputy Fire Chief Walker proposed to the board setting up a chain of command for requesting fire truck escorts during special events. The board agreed with Craig about stipulating certain hours that the district would participate in the activities. The board further agreed that there should be one point of contact for scheduling any district participation.

Repairs and Updates: Craig stated that Buffalo Porta Potty had been down and had looked at all the drains with their specially equipped camera. Craig also updated the board on the vehicle and building repairs that had been completed during the last month. Craig stated that the safe and storage shelf had been purchased.

Old Business:

Deputy Fire Chiefs: The board discussed and agreed upon paying both of the Deputy Fire Chiefs a base rate of \$500.00 per month and the standard rate of pay for any call outs they respond to.

NEW BUSINESS:

Third Party Audit: Becky reported that Ms. Anita Bartlett had completed the Third Party Audit and Proof of Cash and presented her findings for the board's approval. Finding no irregularities,

Chairman Lohse and Secretary Carr signed the documents that will be submitted to the State of Wyoming.

Election of Officers: Board Member Elect Steve Haines presented the board with his notarized Oath of Office. Outgoing board member Kelly Lohse nominated Fred Carr as Chairman, seconded by Steve Haines. *Vote: 2 ayes. Motion Carried.*

Fred Carr nominated Steve Haines as Secretary, seconded by Kelly Lohse. *Vote: 2 ayes. Motion Carried.*

Steve Haines nominated Kevin Lund as Treasurer, seconded by Fred Carr. *Vote: 2 ayes. Motion Carried.* The newly elected officers will take their seats at the January 9th regular meeting.

Bills:


The following bills were audited and approved for payment. The board requested that the check to L.N. Curtis be held until all the items charged on the invoice have been received: Black, Joyce, Cleaning Wages - \$110.82; Blakeman Propane, Utilities - \$432.86; Buffalo Porta Potty, Repairs/Maintenance - Building - \$250.00; Cenex Fleetcard, Fuel - 81.20; EFTPS, Payroll Liability - \$1,136.97; Frandson Safety, Inc., Maintenance - \$20.00; Kaycee General Store, Supplies - \$32.79; Haines, Steve, Fire Wages - \$1,000.00; L.N. Curtis & Sons, Repairs/Maintenance - \$1,638.52; Montana-Dakota Utilities, Utilities - \$336.58; Powder River Energy Corporation, Utilities - \$228.00; Rocky Mountain Power, Utilities - \$31.09; RT Communications, Telephone - \$182.33; Schiermiester, Becky, Administrative Wages - \$763.33; Tom's Tire & Repair, Repairs/Maintenance - \$837.80; Town of Kaycee, Utilities - \$63.10; VISA, Educational Supplies/Bank Charges/Operating Supplies - \$1,135.63; Wyoming Retirement, Retirement - \$270.00.

Adjournment:

With no further business the regular board meeting was adjourned at 7:46 p.m.



Fred Carr, Chairman



Steve Haines, Secretary