

REGULAR MEETING

Powder River Fire District

April 8, 2020

7:00 P.M.

Present:

Board Members: Fred Carr, Steve Haines, and Kevin Lund

Public: Chris Crow with Mc2 Engineering & Construction ~ VIA Telephone Conference

District Clerk: Becky Schiermiester ~ VIA Telephone Conference

The regular meeting of the Powder River Fire District Board of Directors was brought to order by Chairman Fred Carr at 7:05 p.m. on Wednesday, April 8, 2020.

Minutes: Steve Haines moved to approve the minutes for the regular board meeting held on March 11th, 2020, seconded by Kevin Lund. *Vote: 3 ayes. Motion Carried.*

Treasurer's Report: Becky Schiermiester presented the board with an income/expense report, a balance sheet, and an accumulative budget report. Steve Haines moved to accept the treasurer's report, seconded by Kevin Lund. *Vote: 3 ayes. Motion Carried.*

Fire Chief's Report:

Due to the restrictions of public meetings during the coronavirus, Deputy Fire Chief Walker prepared a chief's report in advance. The report included the following:

Call Outs: The district had responded to three call outs during the past month, they included one service call, one false alarm, and one tree fire.

Linch Station: Craig reported that he had visited the Linch station to read the electric meter, as the electric bill had increased dramatically. After Craig read the meter, Becky contacted Rocky Mountain Power and they tested the accuracy of the meter. Rocky Mountain Power stated the meter was reading correctly. The board discussed options of lowering the electric bill.

Brush Truck: The new brush truck is currently being built and the board discussed adding a ladder. It was determined that a decision of implementing a ladder will be made after the truck is received.

Repairs: Craig's report gave a breakdown of all the vehicle and building repairs that had taken place during the past month.

Old Business:

Job Descriptions: Becky presented the board with job descriptions/duties for the positions of Fire Chief, Part-Time Employees, and Special District Clerk, as well as, revised Policy & Procedure Manual, District Bylaws, Fire Department Constitution and Bylaws, Fire Department Policy & Procedure Manual, and a District Standard Operating Guidelines. The board stated they would review all documents and entertain adopting them at a later date.

Engineer Conference: Mr. Chris Crow with MC2 Engineering and Construction joined the board meeting via telephone conference. Mr. Crow informed the board on his findings regarding the stability of the fire hall building and his recommendations as to how to proceed. The board

inquired if Mr. Crow thought the building was salvageable. Mr. Crow stated that the building is currently still moving due to lack of compaction during construction. He also stated that the buildings foundation is compromised. Mr. Crow did state that the office, bathroom, and meeting room areas may be saved if they were detached from bay area of the building. He stated that it is the south portion of the building that is continuing to settle, thus putting undo strain on the stable, north portion of the building. The board tabled taking any action until substantial consideration is made regarding the best course of action.

NEW BUSINESS:

Annual Operating Plan: Steve presented the board with the Annual Operating Plan and moved to approve it. The motion was seconded by Kevin Lund. *Vote: 3 ayes. Motion Carried.*

Bills:

The following bills were audited and approved for payment:

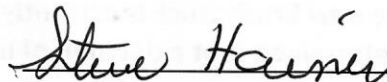
Black, Joyce, Shop Wages – \$96.97; Blakeman Propane, Utilities - \$288.59; Cenex Fleetcard, Fuel – \$143.67; EFTPS, Payroll Liability – \$1,098.68; Frandson Safety, Inc., Repairs/Maintenance – \$22.00; Haines, William, Fire & Operational Wages – \$461.75; Johnson County Fire District #1, Contract - \$500.00; Kaycee Community Voice, Fee - \$12.00; Montana-Dakota Utilities, Utilities – \$306.45; Powder River Energy Corporation, Utilities - \$196.00; Rocky Mountain Power, Utilities – \$162.16; RT Communications, Telephone – \$172.66; Schiermiester, Becky, Administrative Wages – \$764.34; Tedesko Repair, Repairs/Maintenance - \$1,171.39; Town of Kaycee, Utilities – \$51.75; VISA, Office Equipment/Office Supplies/Operating Supplies/Travel-Per Diem – \$1,795.79; Walker, Craig, Fire & Operational Wages – \$3,324.60; Wyoming Retirement, Retirement – \$270.00.

Adjournment:

With no further business the regular board meeting was adjourned at 8:05 p.m.



Fred Carr, Chairman



Steve Haines, Secretary