

## **REGULAR MEETING**

Powder River Fire District

June 10, 2020

7:00 P.M.

### **Present:**

Board Members: Fred Carr and Kevin Lund

Deputy Fire Chief: William Haines

Volunteer Firefighters: Matt Carr and Ken Richardson

Public: Johnson County Commissioner Novotny

District Clerk: Becky Schiermiester

The regular meeting of the Powder River Fire District Board of Directors was brought to order by Chairman Fred Carr at 7:00 p.m. on Wednesday, June 10, 2020.

**Minutes:** Kevin Lund moved to approve the minutes for the regular board meeting held on May 13<sup>th</sup>, 2020, seconded by Fred Carr. *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. Kevin Lund moved to accept the treasurer's report, seconded by Fred Carr. *Vote: 2 ayes. Motion Carried.*

### **Fire Chief's Report:**

**Call Outs:** Deputy Fire Chief Will Haines stated that the district had responded to two call outs during the past month. One was for a parade standby and one was a false alarm.

**Public Relations:** Will inquired if the board would approve the purchase of junior firefighter helmets to distribute to the children in the area as a public relations booster. It was the consensus of the board to make the purchase.

**Updates:** Will stated that the compressor is in need of repairs.

**Old Business:** None

### **NEW BUSINESS:**

**Fire Chief:** The board discussed the recent resignation of Craig Walker from his positions of the Deputy Fire Chief and part-time employee with the fire district. Will Haines highly praised Craig for a job well done, which was reiterated by Ken Richardson. The board inquired how Will, Ken, and Matt envision the fire department moving forward. It was the consensus of the fire fighters that command structure and leadership is imperative for the fire district to be most effective. The firefighters were given copies of the job descriptions/duties for the positions of Fire Chief, the Fire Department Constitution and Bylaws, Fire Department Policy & Procedure Manuals, and the District Standard Operating Guidelines. The board will be requesting their input before the documents are officially adopted.

**Special Meeting:** Fred Carr moved to appoint Will Haines as interim fire chief until the board appoints a new fire chief. *Vote: 2 ayes. Motion Carried.* Kevin Lund moved to have a special

meeting on June 30, 2020 at 7:00 p.m. at which time a new fire chief will be appointed, seconded by Fred Carr. *Vote: 2 ayes. Motion Carried.*

Updates: Commissioner Novotny updated the board on the latest tax assessments and emergency funding that is available through the Wyoming State Land & Investment Board.

**Bills:**

The following bills were audited and approved for payment:

Black, Joyce, Shop Wages – \$96.96; Blakeman Propane, Utilities - \$196.39; Cenex Fleetcard, Fuel – \$64.91; CNA Surety, Bonds - \$200.00; EFTPS, Payroll Liability – \$961.04; Frandson Safety, Inc., Repairs/Maintenance – \$302.75; Fremont Motor Co., New Fire Truck - \$60,344.00; Haines, William, Fire & Operational Wages – \$461.75; L.N. Curtis, Repairs/Maintenance - \$1,274.00; Montana-Dakota Utilities, Utilities – \$129.34; Powder River Energy Corporation, Utilities - \$51.00; Powder River Heating & Air, Building Repairs - \$3,788.00; Rocky Mountain Power, Utilities – \$54.39; RT Communications, Telephone – \$199.52; Schiermiester, Becky, Administrative Wages – \$764.32; Town of Kaycee, Utilities – \$39.75; VISA, Office Supplies – \$718.05; Walker, Craig, Fire & Operational Wages – \$2,493.45; Wyoming Retirement, Retirement – \$255.00; Wyoming State Forestry Division, Repairs/Maintenance - \$22.66; Wyoming Termite & Pest Control, Repairs/Maintenance - \$550.00.

**Adjournment:**

With no further business the regular board meeting was adjourned at 8:26 p.m.

  
Fred Carr, Chairman

  
Steve Haines, Secretary