

**ST. MARIE RURAL FIRE DISTRICT  
BOARD OF TRUSTEES  
NOTICE & AGENDA**

THURSDAY, March 17, 2022 – 6:30 PM  
TOWN HALL, ST. MARIE

- Roll Call (Esaias, Hustad, Hawkins, Frankson, Stewart)... Quorum Declaration
- Call to Order
- Pledge of Allegiance
- Draft Agenda... Public Comment... Approval
- Meeting Minutes Acceptance
  - July 27, 2021 Regular Meeting
  - January 19, 2022, Regular Meeting
  - February 17, 2022 Regular Meeting
- Treasurer's Report: Receipts, Claims Payment, Budget Review, Correspondence
  - Review and Accept
- Chairman's Report
- Trustee Reports
  - Discuss Fundraisers (April 16 Easter Egg Hunt with Brunch, May 14 Clean Sweep with brunch or potluck, June 18, and July 4 BBQ)
  - Develop plan for volunteer fire fighters to transition into becoming their own fundraisers. Board will assist wherever it can.
- Chief's Report
  - Current fire fighters
  - Fire calls this month
  - Status of Equipment
  - Training/Education

- Discuss lessons learned from attending command seminar in Great Falls March 11-12, 2022
- New Program Plans
- Unfinished Business
- New Business
  - Motion/discuss adoption of travel, lodging, meals, reimbursement policy
  - Motion/discuss adoption of revised purchase order approval thresholds.
  - Discuss Grants that are being applied for and motion to pursue each as a form of funding
  - Discuss and approve a purchase order for an air compressor needed for vehicle maintenance
  - Discuss and approve purchase orders for personal protection equipment needed for upcoming fire season (boots, coats, pants, helmets, goggles, air packs, fire tent structures, bottles of water, etc.)
  - Motion/discuss a location to host safe use of fireworks, and obligating fire fighting equipment/personnel to maintain safety and order
  - Motion/discuss plans for equipment needed to conduct virtual trainings within the fire hall
  - First review of agreement with St. Marie Condo Association
  - Motion/discuss renewal of SMRFD Purchase Order for cleaning of common areas of Bldg 521
  - First review of office space rental agreements
  - Begin first draft of FY 2022-2023 operating budget
  - Motion/discuss transfer of funds (InterCap Loan payment-\$4,561.04) from capital improvements into operations checking
- Next Meeting on April 21, at 6:30 p.m. at Town Hall
- Public Comments on topics related to Fire District's scope of responsibility
  - E-mails from Carolyn Taylor regarding published leadership development guidance, and employee job description development
- Adjournment