

MARYSVILLE RURAL FIRE DISTRICT
BOARD OF TRUSTEES MEETING MINUTES

DATE: FEBRUARY 3, 2025 TIME: 6:30 PM

LOCATION: MVFD Station

MEETING CALLED TO ORDER: 6:32 PM

TRUSTEES PRESENT: Jon Maxwell (Chair), Marc Bridges (Vice Chair), Gary Baker, Mike Pool

STAFF PRESENT: Dave Knoepke (Chief), Ann Baker (Treasurer), Crystal Cunningham (Medical Officer), Jonathan Cunningham (Captain)

PUBLIC PRESENT: none

- Public Comment on Agenda items: N/A

OLD BUSINESS:

- Minutes from October 29th special meeting were approved – Marc motioned and Mike 2nd.
- 2005 Freightliner electrical work is finished. Truck is in-service and will be the primary truck for wildland fires.
- 1999 Dodge was returned to DNRC at their request; we did not receive reimbursement for towing and clutch repair. DNRC is not expanding the Cooperative Equipment program, so MRFD will not be eligible unless another department in the County relinquishes their truck.
- 2005 F550 was acquired from Helena Fire. Radio is mostly installed, waiting on faceplates. Hose is installed on reel and truck is ready for water and pump test. Some electrical modifications are necessary to supply the pump and reel with adequate power. Truck will be equipped with medical supplies and primarily utilized as a Quick Response Unit (QRU); no water on-board during winter.
- Jon will file paperwork for new U.S. Bank credit card application. Two cards will be issued – one for Chief Knoepke and a ‘floater’ Accounts Payable card to be held by Ann for payment processing and occasional use by others. Jon will verify purchase limits.
- NWE yard light was installed at the rear of the station and is very beneficial.

NEW BUSINEES:

- Credit Card charges were reviewed and found to be acceptable.
- Updates for FYE 2026 Budget are due to be filed in May. Dave will revise FYE 2025 budget with minor adjustments for insurance, utilities and website costs. No other significant cost adjustments are projected – we will finalize at our next meeting (tentatively scheduled in May) to meet the County submittal deadline (TBD). Last year's budget was filed in June which was past deadline.
- Jonathan and Crystal were welcomed back as volunteers. Jonah Smith also joined the department as a Firefighter and has experience from working at DNRC and as a contract wildland firefighter. Dave will get enrollment information for Ann to add to Worker's Compensation, VFCA and WEX fuel cards.
- Crystal is finalizing the medical license application and other paperwork required by the State. Trustees reviewed the list of equipment required for purchase which was found to be within budget. Crystal and Dave will begin ordering.
- SOPs to be updated in collaboration with neighboring VFDs. Dave stated this process was initiated when our last Automatic Aid agreement was signed, with the goal of consistency and understanding of expectations between Birdseye, Canyon Creek and Marysville departments. Dave will follow up with their Chiefs.
- Jon added that we should evaluate mutual-aid policy. MRFD historically does not respond to calls outside of Birdseye-Canyon Creek-Marysville districts due to lack of extra staff and equipment. Marc expressed concern about coverage in Marysville if responding to mutual aid. Jonathan added there could be an opportunity for cost reimbursement/revenue. Dave will discuss it at the next Fire Chief's meeting to see if there's a need, particularly with Montana VA and West Valley, who are the closest districts.

MISCELLANIOUS: Mike will set up additional emails for staff as necessary.

OTHER PUBLIC COMMENT: N/A

NEXT SCHEDULED MEETING: Tuesday May 13, 2025

ADJOURNMENT: 7:49 PM