

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
FEBRUARY 8, 2017 AT OLNEY FIRE HALL**

Call to Order – 7:01 pm

Roll Call

All Trustees present: Paul Jeremiassen, Norma McBroom, Jason Rowles, Laurel Therrien, Keith Kastner
Fire & Ambulance members: Lance Torgerson, Vincent Marks, Wayne Rehmert, Kim Gress

Community members: 3

Motion to approve meeting agenda made by Keith Kastner; seconded by Jason Rowles; carried unanimously.

Motion to approve minutes of January 11th meeting made by Keith Kastner; seconded by Jason Rowles; carried unanimously.

Unfinished business

Bingo Night – Lance Torgerson reported still no progress on the event.

Grants – Paul Jeremiassen reported that only a grant from the Town Pump Foundation is currently being considered. Community member Donna Maddux has volunteered to work on the grant application. Paul will follow up with Donna to check the status, as she was not at the meeting. Vincent Marks said that he heard FEMA is making grants to fire agencies to fund equipment. Paul will follow up with Lincoln Chute at the County to get more information. First priority for grants is to purchase additional air tanks.

Trustee Election – Keith Kastner confirmed that he has filed for re-election as Trustee, as his term is expiring. It is unknown if anyone else has also filed for that position. If Keith is the only one to file, he will be elected by acclamation. If anyone else also files, the election will be held by mail ballot. The filing deadline was February 6th.

Secretary's Report

Bills presented for payment

CityServiceValcon \$783.00 – 450 gallons of propane (about a month of heating to Jan 12th)

CenturyLink \$127.85 – Jan telephone/Internet

General Sheet Metal \$946.82 – two calls for repair of Fire Hall heater

Response Equipment Specialists \$450.00 – Repair call for ambulance electrical problem

Lincoln Electric \$147.96 – Jan electricity

Budget – through 7 months of the 2017 fiscal year, we have received about \$43,000 (63% of revenue budget and spent \$42,303 (67% of expense budget). As we have already made all the vehicle lease payments for the year (which constitute 43% of the total expense budget), we have spent only 42% of the rest of the budget.

Motion was made by Norma McBroom and seconded by Keith Kastner to approve the payment of bills as presented; carried unanimously.

Check approval process – to facilitate a more timely payment of bills between monthly meetings, Paul Jeremiassen made a motion to authorize the issuance of checks – signed by two Trustees, at least one of which is an Officer – to pay any bill up to \$250 per bill when necessary prior to the next Board meeting. Any such payment will be submitted to County finance for prior approval (as is the case currently for all payments) and included in the list of payments for approval by the full Board at the next meeting. Keith Kastner seconded the motion; carried unanimously.

Fire & Ambulance Report

After repair work performed by both Fire Apparatus Repair and Response Equipment Specialist (RES), the ambulance should be in good working order. The Department will generally rely on RES for future repair and maintenance, as they are more conveniently located and seem to provide reliable service.

The Fire Hall heater is also working satisfactorily.

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Due to the heavy snowpack on the Fire Hall roof, the entry porch roof was destroyed and the roof has begun to separate at the peak. An insurance adjuster has already done a site visit and we are waiting for his report. Meanwhile, a roofer is being contacted to give an estimate of repairs.

The Department is supposed to be having a monthly business meeting on the first Wednesday of the month. This meeting has been cancelled several times recently, so the question was raised as to whether this meeting is required or really necessary. After discussion, it was decided that in the future any Department business (other than training meetings, which are held separately for the Fire and Ambulance personnel on the 3rd and 4th Wednesdays of the month, respectively) will be included in the monthly Trustee meeting.

Activity report: # of calls since last meeting: 1 total/1 ambulance/0 fire (0 no response); # of calls YTD (since July 1st): 21 total/13 ambulance/8 fire (2 no responses)

Keith Kastner has been volunteering to do snow plowing around the Fire Hall this winter. Because of the large amount of snowfall this year, combined with the snow avalanching off the roof, there is a need for snow to be removed to the rear of the building with a front loader. Wayne Rehmert indicated that he can ask his boss for the use of a front loader. Motion was made by Jason Rowles and seconded by Norma McBroom authorizing Keith follow up with Wayne, and to contract with Rocky Gress for a one-time snow removal if Wayne can't do the job; carried unanimously.

As there was no **Public Discussion**, motion was made to **Adjourn the Meeting** at 7:45 by Keith Kastner, seconded by Jason Rowles, and carried unanimously.

Submitted by Paul Jeremiassen, Secretary