

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

**Call to Order** – 7:01 pm

**Roll Call**

All Trustees present: Paul Jeremiassen, Norma McBroom, Jason Rowles (arrived after motion to approve meeting agenda), Laurel Therrien, Keith Kastner

Fire & Ambulance members: Lance Torgerson, Vincent Marks, Wayne Rehmert, Kimberly Gress, Michalle McMillan

Community members: 5

**Motion to approve meeting agenda** made by Keith Kastner; seconded by Norma McBroom; carried unanimously.

**Motion to approve minutes of February 8th meeting and special meeting by e-mail on February 24th** made by Keith Kastner; seconded by Norma McBroom; carried unanimously.

**Unfinished business**

Grants – Donna Maddux attended the meeting and reported that the Town Pump grant is in progress. She needs to collect some more information to complete the application. She is coordinating with Vincent Marks to obtain the necessary information, including the price and quantity of air tanks to be requested in the grant.

**Secretary's Report**

Bills presented for payment

CityServiceValcon \$835.00 – 400 gallons of propane plus \$99 annual tank lease

CenturyLink \$109.91 – Still billing for 2<sup>nd</sup> line, so amount paid was after negotiating a credit

Lincoln Electric \$137.87 – February electricity (amount should start declining as winter ends)

McNeil & Co. \$2,083.75 – last quarterly installment for FY of property/liability insurance

Rocky Gress \$400.00 – remove snow and roof debris from roof avalanche; graveling around fire hall

Joe Warner \$26.00 – fuel for 980 Cat borrowed for snow removal to back of property

Wayne Rehmert \$50.00 – operating borrowed 980 Cat borrowed for snow removal

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

Budget – Paul Jeremiassen reported that with 8 months completed, the District is in good shape to be at or under budget for the fiscal year. Without having yet the February trial balance from the County to show revenue deposits, our cash balance is \$12,820.

County Finance Training – Paul Jeremiassen reported on his participation in the training held on February 31<sup>st</sup> by County Finance staff, and distributed copies of the training material to the other Trustees. It appears that we are generally following the procedures discussed for reporting and control, but the training was useful. Paul asked Laurel Therrien to physically make cash deposits, so there would be a separation of duties, as Paul does the accounting for deposits.

**New Business**

Mother's Day Breakfast – there were questions raised as to whether we would hold the breakfast this year. There was a consensus that the breakfast is important for the community, so Lance Torgerson and Norma McBroom will coordinate the planning and donations for the event. We have some funds from donations and fundraisers (no taxpayer money) earlier in the year to support the event, if contributions of food and prizes are insufficient.

**Fire & Ambulance Report**

Snow Plowing – the Board thanked Wayne Rehmert for arranging to borrow a 980 Cat to do a large amount of snow removal. A thank you note was also sent to Joe Warner for providing the Cat.

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Porch Roof Destruction – we received \$5,230 from our insurer based on our destruction claim due to a roof snow avalanche. Vince Marks expressed the need to rebuild the roofed entryway (we are using the rear entrance for the time being). It was agreed to defer the decision on how to proceed until the summer season.

Fire Hall Roof Damage – as reported at the February meeting, the fire hall main roof has separated at the peak, presumably due to the heavy snow load this winter. A contractor, who made an inspection visit,

also reported evidence of dry rot in the 35-year old roof structure, probably because of insulation installed with no air ventilation when initially constructed. A temporary patch has been put on the roof to stop water leakage. The next step is to have the engineer hired by our insurer to make an inspection. We will need a Genie lift in order to do a proper inspection.

Motion was made by Keith Kastner and seconded by Paul Jeremiassen to rent a Genie lift for a day at an estimated cost of \$340 (including transport to and from the fire hall) for use in the inspection; carried unanimously.

New Member – Paul Jeremiassen made a motion, seconded by Keith Kastner, approving the recommendation of Lance Torgerson and Vincent Marks to make Wayne Rehmert a Member of the Fire and Ambulance Department, having completed a 6-month probationary period; carried unanimously.

Activity report - # of calls since last meeting: 4 total/4 ambulance/0 fire (0 no responses); # of calls YTD (since July 1<sup>st</sup>): 25 total/17 ambulance/8 fire (2 no responses)

Since Veronica Morehead will not be an active Member for an extended period, Kimberly Gress has agreed to oversee Veronica's duties in the interim. Those duties may be shared by other Members.

As there was no additional **Public Discussion**, motion was made to **Adjourn the Meeting** at 8:15 by Paul Jeremiassen, seconded by Keith Kastner, and carried unanimously.

Submitted by Paul Jeremiassen, Secretary