

**OLNEY RURAL FIRE DISTRICT  
MINUTES OF MEETING OF BOARD OF TRUSTEES  
August 9, 2017 AT OLNEY FIRE HALL**

**Call to Order** – 7:00 pm

**Roll Call**

Trustees present: Paul Jeremiassen, Norma McBroom, Laurel Therrien, Keith Kastner; Absent: Jason Rowles

Fire Chief Bruce McMillan

Community members: 3

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

**Motion to approve minutes of July 12th meeting** made by Keith Kastner; seconded by Norma McBroom; carried unanimously.

**Unfinished Business**

Community Survey update – the survey was put on hold for now as we cannot obtain a mailing list of District taxpayers from the County (due to a prohibition in Montana law), and Donna Maddux, who agreed to supervise the survey, is out of the area until sometime in October. Meanwhile, Paul Jeremiassen and Chief McMillan have been discussing a process to gradually reach out to the District residents with property visits to explain the Department 's current operations and objectives and to evaluate the accessibility of each property in the event of an emergency response. This might be an opportunity to gather survey information.

Fire Hall roof repair update - Keith Kastner is obtaining a written repair estimate from Z Carpentry for the work recommended by the consulting engineer, to be forwarded to the insurance adjuster. It is anticipated that the work can be done in the near future.

Kenneth Morehead sentencing update - the Flathead County District Court is still scheduled to sentence Morehead tomorrow, August 10<sup>th</sup>. Paul Jeremiassen submitted both a Victim's Statement regarding the sentencing and an Affidavit for Restitution in the amount of \$26,911.61, representing the District's documented loss due to Morehead's use of District funds for his personal use. It should be noted that the actual amount is probably much higher, but the documentation is not conclusive. Jeremiassen intends to be present at the sentencing.

**New Business**

Local residents Lisa and Gary Hill were supplied with 20 chairs and 6 tables from the Fire Hall for a family event on August 4 – 6. The items have been returned to the Fire Hall.

Local resident Donna Briggs was granted permission to use the Fire Hall for a Sunday church service, August 6<sup>th</sup>, in connection with the reunion visit of a pastor who moved away from the area many years ago.

**Secretary's Report**

Bills presented for payment

Lincoln Electric \$116.84 – July electricity

CenturyLink \$125.25 – July telephone and internet

Wayne Rehmert \$5.98 – reimbursement for purchase of bottled water for Fire Hall

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

Final Results for the 2017 Fiscal Year – the final budget report for the year ended June 30<sup>th</sup> was presented (attached to these minutes). The ending cash balance in the operating account was \$46,102, which agrees with the amount in the County's trial balance (no outstanding warrants at year end). Expenses for maintenance and operations were well below budget, primarily due to no

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purchases of Department turnout gear, radios or equipment during the year and little maintenance being performed on vehicles. These amounts are expected to be greater, especially the performance of deferred vehicle maintenance, during the coming year.

Update on water tender refinancing – the refinancing was completed on schedule, with the receipt of \$118,000 from the Montana Board of Investments (INTERCAP loan) on July 14<sup>th</sup> and the payment of \$124,171.28 to Community Leasing Partners by wire transfer on July 19<sup>th</sup> (payment by warrant was sent originally on July 17<sup>th</sup>, but was lost in transit).

**Fire Chief's Report**

Chief Bruce McMillan gave a detailed report on the activities of the Department:

Recent emergency responses – 4 calls in the first half of July included 2 motor vehicle accidents, a wild land fire response in cooperation with DNRC at Lower Stillwater, and a DNRC mutual aid response with a the Pump Truck to Tally Lake Ranger Station (8-hour mission). The Chief is pleased with the performance of the Department volunteers.

Vehicle maintenance – 2 vehicles are currently out of service: the Rescue Truck due to a transmission issue and the Quick Response Rig (Ford Explorer) for a new battery, light bar and servicing. The Ambulance and Quick Response Rig are now scheduled for Fall and Spring seasonal tire changes. Response Equipment Specialists has done a survey of the existing maintenance needs of the vehicle fleet which is estimated to cost \$5,650 (not including current Rescue Truck work).

Training – training sessions are now being scheduled for every Wednesday. The focus is on ensuring that Members are familiar with the operation of the vehicles and equipment.

Membership – Wayne Rehmert has been appointed Assistant Chief. Chief McMillan intends to make Vincent Marks an “Honorary Member” as provided for in the Department’s By-Laws to recognize his 17 years of service to the Department. The Department has 6 Members – Bruce McMillan, Wayne Reymert, Michalle McMillan, Kim Gress, Rocky Gress, and Norma McBroom – and 3 Member Candidates – Jeremy Goodin, Tim Helnore and Brent Helnore.

Other matters – the Department signed up the Water Tender to be on call to the DNRC.

Motion was made to **Adjourn the Meeting** at 7:52 by Keith Kastner; seconded by Norma McBroom; carried unanimously.

Submitted by Paul Jeremiassen, Secretary

**Attachment**

Final Budget Report for FY 2017

**OLNEY FIRE DISTRICT  
BUDGET REPORT  
FY 2017 FINAL**

A/C CODE	BUDGET LINE ITEM	ACTUAL	BUDGET
10	EMS Levy	10,891	5,000
20	Entitlement	7,851	7,613
30	Billed Ambulance Revenue	0	6,000
40	Investment Income	134	0
50	Tax Revenue	51,735	50,000
60	Other Revenue	12,980	0
	<b>TOTAL REVENUE</b>	<b>83,591</b>	<b>68,613</b>
100	Telephone	1,388	2,000
200	Fire Equipment	0	1,500
300	Fuel	507	2,500
400	Insurance-Property & Equipment	7,676	8,000
500	Land Lease	1,425	1,475
600	Electricity	1,038	1,800
700	Medical Supplies, Ambulance	718	2,000
800	Workers Comp Insurance	1,758	2,000
900	Propane	3,447	4,000
1000	Contract Services - Billing	0	1,000
1100	Contract Services - Plowing	476	1,000
1150	Building Maintenance/Repair	1,171	0
1200	Office Supplies/Computer	0	300
1300	Miscellaneous Expenses	0	300
1400	Postage	0	100
1500	Radios/Pagers	0	1,750
1600	Recertification, Dues	0	500
1700	Training	820	500
1800	Turnout Gear	0	1,500
1900	Vehicle Maintenance	1,131	4,000
	<b>SUBTOTAL - MAINTENANCE &amp; OPERATIONS</b>	<b>21,555</b>	<b>36,225</b>
2000	Debt Service on Vehicles	27,847	27,335
	<b>TOTAL EXPENSES</b>	<b>49,402</b>	<b>63,560</b>
	<b>NET REVENUE (EXPENSE)</b>	<b>\$34,189</b>	<b>\$5,053</b>

<b>BEGINNING CASH BALANCE</b>	\$11,913	\$11,913
<b>NET REVENUE (EXPENSE)</b>	34,189	5,053
<b>TRANSFER TO CIP FUND</b>	0	0
<b>ENDING CASH BALANCE</b>	\$46,102	\$16,966