

**OLNEY RURAL FIRE DISTRICT  
MINUTES OF MEETING OF BOARD OF TRUSTEES  
JANUARY 10, 2018 AT OLNEY FIRE HALL**

**Call to Order** – 7:00 pm

**Roll Call**

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

Department members: Chief Bruce McMillan, Assistant Chief Wayne Rehmert, Michalle McMillan, Kimberly Gress

Community members: none

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

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

**Unfinished Business**

Mother's Day Breakfast planning – Norma McBroom has been unable to locate the Mother's Day binder containing information on prior events. If it is not located, she will need to build a new binder for the next event.

Trustee Election – Notices have been posted at the Post Office and Olney Store concerning the May election to fill two seats on the Board. The filing deadline is February 6<sup>th</sup>. Applications for candidacy were provided to Jason Rowles and Norma McBroom, whose terms expire in May, in the event they decide to apply for re-election.

**New Business** - none

**Secretary's Report**

Bills submitted for approval to pay:

Lincoln Electric	\$113.00	December Electricity
CenturyLink	\$111.57	December Telephone
Community First Natl Bk	\$14,295.10	Annual debt payment – Rescue Truck
VFIS	\$1,393.00	Quarterly premium – property /liability insurance
CityServiceValcon	\$322.37	175.2 gals of propane @ \$1.84
Montana State Fund	\$29.55	Workers Compensation installment payment
Rocky Gress	\$150.00	Snow removal in November – 3 times
Olney Store	\$32.70	December gasoline

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

As of the meeting, the December transaction report had not been received from Flathead County, so the 2<sup>nd</sup> Quarter budget report could not be presented. (The County report was received on January 12<sup>th</sup>; the 2<sup>nd</sup> Quarter report was then prepared and is attached to these minutes. Our cash balance, after deducting the January payments approved at the meeting is \$29,913.)

Morehead restitution update – according to the Montana Department of Corrections, Morehead has made one payment of \$405 towards his total ordered restitution of \$26,912. He is now residing in Michigan. We should receive the collected amount in the near future.

**Chief's Report**

Chief Bruce McMillan presented his monthly report, which is attached hereto.

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Paul Jeremiassen reported that he has working on getting the Department members signed up for the Montana retirement system. He will be providing forms for each Member to fill out and will then file them with the State, along with a current Member roster.

As noted in the Chief's report, due to a scheduling change in his work in Lake County, he is requesting that our meeting date (and the Department meetings) be changed from Wednesday to Tuesday. After discussion, it was proposed that the dates be changed to Monday. Jason Rowles made a motion to change the date of the Board meeting from the 2<sup>nd</sup> Wednesday of the month to the 2<sup>nd</sup> Monday of the month, until further notice; motion seconded by Keith Kastner; carried unanimously. Therefore, the next Board meeting will be held on February 12<sup>th</sup>.

Motion was made to **Adjourn the Meeting** at 8:00 pm by Keith Kastner; seconded by Norma McBroom; carried unanimously.

Submitted by Paul Jeremiassen, Secretary

**Attachments**

Chief's Report – January 10, 2017

Quarterly Budget Report - 2<sup>nd</sup> quarter FY 2018

Calls and Response for December 2017:

December 6 - 2 callouts for power line fire above Stillwater Bar.

Michalle, Bruce, Wayne

- Drug overdose

Bruce, Michalle, Jeremy, Rocky, Bill, Wayne, Norma

December 9 - MVA Point of Rocks

Wayne and Vince

December 10 - lift assist help Stillwater

Wayne, Norma

December 17- MVA Dog Creek Lodge

Wayne, Vince, Bill

December 25 – Diabetic patient Stillwater

Wayne, Norma

Current Vehicles:

2121 Ambulance

2131 Pump truck

2151 Rescue truck

2161 Quick response

2181 Wild land truck

2191 Water tender

Maintenance Report:

Will be meeting with Kyle Nace to be inspecting the equipment and discuss when we will do our annual maintenance also the extension chord issue Jan 24 at 1300 hours

Fuel Costs December

Jan 3, 2018	Rescue 2151	17 gallons	\$ 54.40
	Quick Response 2161	8.8 gallons	\$ 32.70
Jan 6, 2018	Ambulance 2151	15 gallons	\$ 48.00
	Pump Truck 2131	15 gallons	<u>\$ 48.00</u>
			\$183.10

New Business:

- 1) Meeting @ DNRC for sign up 2018 on Dec 30<sup>th</sup>
- 2) Quarterly letter is completed
- 3) Norma heading up Mother's Day breakfast planning
- 4) Would like to ask permission to change meeting to Tuesday night as my schedule has changed to 2 ½ days per week starting Wednesday evening.
- 5) Fire expo Missoula February 10th
- 6) EMS and MCI ruling
- 7) EMS and billing

Training December:

12-20-17 Truck Inspection

12-27-17 patient extrication, femur traction and ambulance loading

Personnel:

Bruce, McMillan, Wayne Rehmert, Norma McBroom, Rocky Gress, Vince Marks,  
Kim Gress, Jeremy Goodin, Michalle McMillan

Trainees:

Brent Helnore, Tim Helnore, Pete Brown, Bill Kunz

\*\*Michalle's father passed away so we will be out of town Jan 11- 15<sup>th</sup>.

**OLNEY FIRE DISTRICT  
BUDGET REPORT  
FISCAL YEAR 2018**

A/C	BUDGET LINE ITEM	ACTUAL EXPENSES			ACTUAL VS. BUDGET
		2nd QUARTER	YEAR-TO-DATE	BUDGET	
10	EMS Levy	\$0	\$0	\$4,000	-\$4,000
20	Entitlement	1,973	3,946	7,892	-3,946
40	Investment Income	99	202	100	102
50	Tax Revenue	24,815	28,622	47,001	-18,379
60	Other Revenue	2,924	2,929	0	2,929
70	Insurance Claims	0	4,081	0	4,081
90	Debt Proceeds - Water Tender Refinancing	0	118,000	118,000	0
	<b>TOTAL REVENUE</b>	<b>29,811</b>	<b>157,780</b>	<b>176,993</b>	<b>-19,213</b>
100	Telephone	335	684	1,500	-816
200	Fire Equipment	0	0	1,000	-1,000
300	Fuel	88	203	1,000	-797
400	Insurance-Property & Equipment	1,393	2,786	5,600	-2,814
500	Land Lease	0	0	1,500	-1,500
600	Electricity	265	614	1,500	-886
700	Medical Supplies, Ambulance	333	333	1,500	-1,167
800	Workers Comp Insurance	432	900	2,000	-1,100
900	Propane	362	605	4,000	-3,395
1100	Contract Services - Plowing	50	50	1,000	-950
1150	Building Maintenance/Repair	2,075	3,806	1,500	2,306
1200	Office Supplies/Computer	0	0	100	-100
1300	Miscellaneous Expenses	0	61	100	-39
1400	Postage	49	49	250	-201
1500	Radios/Pagers	0	0	3,000	-3,000
1600	Recertification, Dues	35	35	500	-465
1700	Training	0	113	2,000	-1,888
1800	Turnout Gear	0	0	1,500	-1,500
1900	Vehicle Maintenance	7,452	18,111	5,000	13,111
	<b>SUBTOTAL - MAINTENANCE &amp; OPERATIONS</b>	<b>12,868</b>	<b>28,350</b>	<b>34,550</b>	<b>-6,200</b>
2000	Debt Service on Vehicles	0	12,910	34,425	-21,515
2100	Debt Retirement - Water Tender	0	111,261	111,261	0
	<b>TOTAL EXPENSES</b>	<b>12,868</b>	<b>152,521</b>	<b>180,236</b>	<b>-27,715</b>
	<b>NET REVENUE (EXPENSE)</b>	<b>\$16,943</b>	<b>\$5,259</b>	<b>-\$3,243</b>	<b>\$8,502</b>

<b>BEGINNING CASH BALANCE</b>	\$34,418	\$46,102	\$46,102
<b>NET REVENUE (EXPENSE)</b>	16,943	5,259	-3,243
<b>TRANSFER TO CIP FUND</b>	-5,000	-5,000	-20,000
<b>ENDING CASH BALANCE</b>	\$46,361	\$46,361	\$22,859