

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
JULY 9, 2018 AT OLNEY FIRE HALL**

Call to Order: 7:00 pm

Trustees present: Chair Donna Maddux, Vice Chair Laurel Therrien, Secretary Paul Jeremiassen, Keith Kastner and Norma McBroom

Department Members: Chief Wayne Rehmert , Assistant Chief Jeremy Goodin, and EMT Kim Gress

Community Members: Starla Guckenberger, Lance Torgerson

Motion to approve Minutes of June meeting made by Kastner; seconded by McBroom; carried unanimously.

Secretary's Report:

Bills presented for payment:

RES	\$3,528.35	Fire Hall improvements – security light and ceiling plugs; Wild Land truck repairs/maintenance; compressors mounted on two vehicles. This bill was paid on June 30 th to include it in FY 2018; work was previously authorized up to \$5,000. Actual amount was less because only one compressor was added; other compressor was already installed but needed to be made operational.
VFIS	\$1,429.00	Quarterly premium – property & liability insurance
CenturyLink	\$111.94	June telephone/internet
US Bank	\$7,067.50	Semi-annual loan payment on Water Tender; due in August – check will be held until due (August meeting too late for issuing check).

Approval of payments deferred until after discussion of VFIS insurance renewal.

Updated FY 2019 budget proposal (attached hereto) – changes to budget proposal presented at the June meeting are highlighted in yellow. The yearend trial balance, which includes June transactions, has not yet been received from County Finance, but the actual results will not vary greatly from the amounts in the FY2019 budget proposal. The changes to the actual results were to include the EMS levy amount expected from the County by June 30th, and to split the RES payment on June 30th between building maintenance/repair and vehicle maintenance (it was previously included all in vehicle maintenance). Changes to the FY 2019 expense items were to add money to the various Department expense line items (fire equipment, building maintenance, radios/pagers, and turnout gear), although there are no specific plans for any of these items, other than a new electrical circuit for the building. Finally, the budgeted amount to be added to the Capital Improvement Fund was increased to \$10,000. The decision as what will actually be added to the Fund will be made late in the fiscal year, depending on our cash position at that time.

The budget will be submitted to the County in late July, after determining the yearend cash balance when the final FY2018 trial balance is received from the County.

Reports and Information Items

Chief's Report:

Chief Rehmert presented his monthly report, which is attached hereto.

When asked why the priority has been put on water rescue training, Rehmert said the Department is having to respond to emergency calls at Lower Stillwater and the Members do not have that type of training. Maddux suggested that the DNRC be contacted to post some kind of warning at the lake about the steep drop off of the lake bottom near the shore.

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The ATV event "Sawmill Scramble" was just held at the old mill site. The Department provided standby emergency personnel for the event. While the event was successful with no mishaps, one surprise was the participation of children. This event may be held again later this year, so we hopefully can learn something from the first one. The Department received a \$100 donation for its efforts.

During the summer fire season, some of the Department personnel will need to be equipped with wild land boots, which can be obtained at Army-Navy. As far as the turnout gear needs generally, the first step will be to take an inventory of what we have. Since the Department will be purchasing the boots, it was decided to prepare a receipt form requiring the boots to be returned if a recipient leaves the Department within 2 years. Jeremiassen will prepare the form.

Unfinished Business:

Property/liability insurance renewal - Jeremiassen reported that Chris Hindoien of Rocky Mountain Insurance Services, our agent for the VFIS policy, planned to be at the meeting but was unable to make it. The renewal policy, effective July 1, is substantially the same as for the prior year. There is a slight increase in the annual premium, from \$5,572 to \$5,716. Jeremiassen made a motion to accept the renewal of the VFIS property/liability policy; seconded by Kastner; approved unanimously.

Approval of Fire Hall electrical work - Jeremiassen made a motion to proceed with the Fire Hall work, to be carried out by Northwest Electric at an estimated cost of \$1,925; seconded by Kastner; approved unanimously.

Approval of budget proposal - With an increase of \$1,000 in building repairs to \$2,500, Kastner moved to approve the FY 2019 budget, as proposed, to be submitted to Flathead County; seconded by McBroom; carried unanimously. Jeremiassen noted that there could be small adjustments after the County distributes the final financial report for FY 2018.

Approval of payment of bills - Kastner moved to approve the payment of the bills presented earlier in the meeting; seconded by McBroom; approved unanimously.

County tax levy - included in the FY 2019 budget is a provision for a tax levy of \$45,000, which is a \$2,000 decrease from the levy last year. Jeremiassen stated that all other rural fire districts leave it to the County to fill in the maximum levy permissible (which is usually an annual increase) in their budgets. He said the amount proposed shows progress towards reducing the tax burden of the District's taxpayers, without risking higher levies in coming years if we reduce too much. He moved to approve the levy request of \$45,000; seconded by Kastner; approved unanimously.

Snowmobile/trailer disposition - Lance Torgerson, who attended the meeting, has claimed that he purchased the snowmobile and trailer from former Chief Ken Morehead and paid him in installments approximately \$1,000. The District has no record of that transaction or the receiving any cash, so assuming the transaction took place, it appears that Morehead kept the cash he received. Torgerson is in possession of the last registration documents for both the snowmobile and trailer, and in fact, had physical possession of the property until returning it to the Fire Hall in 2016. The reason he did so was to avoid being involved in the community uproar over the many issues facing the District, and particularly Morehead at that time. After much discussion, the Trustees concluded that, while the sale of the property was not properly transacted, the evidence is compelling that Torgerson made the purchase in good faith, and should be considered the owner. Therefore, Torgerson was directed to remove the snowmobile and trailer from the Fire Hall.

Public Comments: Starla Guckenberger said she was pleased about the budget just approved and having the tax levy gradually reduced. She also hoped that the community will be supporting our Department in the future.

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Trustee Comments: No additional comments.

Kastner moved to **adjourn the meeting** at 8:25 pm; seconded by McBroom; carried unanimously.

Submitted by Paul Jeremiassen, Secretary

Attachments:

Updated FY 2019 Budget Proposal

Chief's Report – July 9, 2018

**OLNEY FIRE DISTRICT
BUDGET PROPOSAL
FY 2019**

REVISED 7/9/2018

A/C CODE	BUDGET LINE ITEM	FY 2018		FY 2019
		ACTUAL	BUDGET	BUDGET
10	EMS Levy	10,995	4,000	10,000
20	Entitlement	7,892	7,892	7,900
40	Investment Income	416	100	300
50	Tax Revenue	47,540	47,001	45,000
60	Other Revenue	6,597	0	1,000
70	Insurance Claims	4,081	0	0
90	Debt Proceeds - Water Tender Refinancing	118,000	118,000	0
	TOTAL REVENUE	195,521	176,993	64,200
100	Telephone	1,355	1,500	1,500
200	Fire Equipment	0	1,000	1,500
300	Fuel	413	1,000	1,000
400	Insurance-Property & Equipment	5,567	5,600	5,700
500	Land Lease	1,454	1,500	1,500
600	Electricity	1,202	1,500	1,500
700	Medical Supplies, Ambulance	876	1,500	1,500
800	Workers Comp Insurance	1,467	2,000	1,800
900	Propane	3,632	4,000	4,000
1100	Contract Services - Plowing	1,250	1,000	1,000
1150	Building Maintenance/Repair	4,667	1,500	1,500
1200	Office Supplies/Computer	0	100	100
1300	Miscellaneous Expenses	104	100	100
1400	Postage	127	250	250
1500	Radios/Pagers	0	3,000	1,500
1600	Recertification, Dues	120	500	400
1700	Training	113	2,000	1,500
1800	Turnout Gear	0	1,500	1,500
1900	Vehicle Maintenance	20,935	5,000	10,000
	SUBTOTAL - MAINTENANCE & OPERATIONS	43,282	34,550	37,850
2000	Debt Service on Vehicles	34,428	34,425	28,419
2100	Debt Payoff - Water Tender Lease/Purchase	111,261	111,261	0
	TOTAL EXPENSES	188,971	180,236	66,269
	NET REVENUE (EXPENSE)	\$6,550	(\$3,243)	(\$2,069)

BEGINNING CASH BALANCE	\$46,102	\$46,102	\$32,652
NET REVENUE (EXPENSE)	6,550	(3,243)	(2,069)
TRANSFER TO CIP FUND	(20,000)	(20,000)	(10,000)
ENDING CASH BALANCE	\$32,652	\$22,859	\$20,583

Allowable Ending Cash Reserve

\$25,169

Ending Cash Over (under) Allowable

(\$4,586)

Indicates changes from proposal in June

Calls for June:

- 6/1 Fall patient, no response
- 6/5 Fall patient, passed on to Whitefish
 - Water rescue at Stillwater Bar
 - Fall patient transported to Kalispell
- 6/16 MVA with one fatality
- 6/28 MVA car vs deer no injuries

New Business:

1. Steven with Northwest Electric Contractors has given me a bid to fix circuits for power cord issue outlets and air compressor. The cost to fix both will be about \$1,925.00. We can discuss this and make a decision on it.
2. I talked to Kyle with RES about the annual pump test. It cost \$300.00 and is only for the Engine 2131.
3. Wildland has one more small repair that needs to be made. It's something we can do ourselves, just need to get the part from RES or maybe DNRC.
4. Les Schwab has swapped out winter tires on 2121 and 2161 for \$105.00.

Vehicles in Service:

- | | |
|-------------------|---------------------|
| 2121 Ambulance | 2161 Quick Response |
| 2131 Pump Truck | 2181 Wildland Truck |
| 2151 Rescue Truck | 2`191 Water Tender |

Training for July:

- Water rescue with suits

Personnel/ Current Members:

Wayne Rehmert, Jeremy Goodin, Norma McBroom, Rocky Gress, Brent Helnore, Vincent Marks(honorary), Barb Helnore(secretary)

EMT's

Kim Gress and Michalle McMillan,

Cadets in training:

Jordan Carr, Levi Gress, Bill Kuntz(on hold), Tim Helnore(on hold)

