

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
OCTOBER 8, 2018 AT OLNEY FIRE HALL**

Call to Order: 6:58 pm

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

Department Members: Chief Wayne Rehmert and Jordan Carr.

Community Members: Jack Therrien.

Also attending: Chris Hindoein of Rocky Mountain Insurance, representing the insurer VFIS, which provides both our property/liability and accident/sickness policies; and 3 representatives from a proposed land development, Lupfer Heights Subdivision, located about 5 miles from the Olney Fire Hall on Lupfer Road - Jane Eby and Mike Dreuth of Eby Associates and Brian Long of Long Engineering.

Motion to approve Minutes of the September meeting made by McBroom; seconded by Therrien; carried unanimously.

Secretary's Report

Bills presented for payment – attached hereto and highlighted. Norco has started billing for rental of 2 large oxygen tanks in August and September, which were never picked up. I called to request that they pick up 2 tanks so we will not continue to rent them.

It was agreed that approval of payments would be deferred until after the insurance presentation by Chris Hindoein, and the approval of the VFIS accident/sickness policy annual renewal, effective on October 1st.

Amendment of FY 2018 Budget – Jeremiassen presented a resolution, attached hereto, to retroactively amend the FY 2018. Total actual expenditures for FY 2018 exceeded the original budget by \$4,650. Therefore, it is proposed that the budget be amended to add \$4,650 to vehicle maintenance expense and the same amount to other revenue, to comply with Montana law. A vote on the resolution was deferred on the agenda until new business is considered.

Reports and Information Items

Chief's Report:

Chief Rehmert presented his monthly report, which is attached hereto. There was a discussion about using outside resources to do Department training. Chris Hindoein said VFIS has many training videos and printed materials available for the Department's use, at no charge. Also, KMRC does CPR training and certification that could be used.

As Rehmert has not been successful thus far in getting a bid on doing the repair work on the ambulance, McBroom suggested that he contact Able Auto Body, as they are able to do aluminum bodywork. There was also a discussion about repair options. Chris Hindoein said it is our choice as to whether the damage is fully repaired, or just applying a coating to the surface to prevent future corrosion. Since the decision is not time sensitive, Rehmert can wait on additional feedback from repair shops before a decision is made.

Insurance discussion – Chris Hindoein gave a brief update on our insurance policies, including an explanation of how the State Fund workers' compensation policy (which renews on November 1st) coordinates with the VFIS accident/sickness policy. He emphasized that our insurance coverage compares well with that of other rural fire districts he deals with. We do not yet have beneficiary designation forms filled out on all department members, so that should be done soon.

Lupfer Heights Development - the visiting representatives introduced themselves and presented the preliminary plat information about this 12-parcel subdivision. One of the conditions of the subdivision application by the County is that " the developer shall comply with reasonable fire suppression and access requirements of the Flathead County Fire Service Area and Olney Fire District". It is being requested that a letter from Chief Rehmert (as well as the chief of the County Fire Service Area), stating that the plat meets the requirements of the District, for submission with the final plat as required by the

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County. As the Board had no advance notice of this request, we were not in a position to act upon it. Chief Rehmert was asked to discuss the request with Lincoln Chute, the County Fire Service Area chief, to determine how to proceed. The request will be revisited at the November Board meeting.

Further discussion on gated road issue - Chair Maddux reported on a discussion she had with the property owner, Brent Woodard, concerning the gates on the crossroad between Good Creek Rd and Star Meadows Rd (described as the Evers Creek Connection Road in the owner's property deed). Woodard said the gates are currently unlocked. When the gates are locked at the end of the year, a key shall be furnished to the Department to access a lockbox at the gate in order to open it. In any event, the gate approach from the Good Creek side is not accessible in the winter. As previously discussed, it is questionable whether the Department would use that road, which is narrow and windy, to access Star Meadows Rd.

New Business

Insurance renewal – Jeremiassen moved to approve the renewal of the VFIS accident/sickness policy, effective October 1st, and the State Fund worker's compensation policy, effective November 1st; seconded by McBroom; carried unanimously.

Payment of bills – Jeremiassen moved to approve the payment of bills as presented in the Secretary's Report; seconded by McBroom; carried unanimously.

Budget amendment resolution – Jeremiassen moved to approve the resolution amending the FY 2018 budget as presented in the Secretary's Report; seconded by McBroom; carried unanimously.

As there were no further comments or requests, McBroom moved to adjourn the meeting at 8:20 pm.

Submitted by Paul Jeremiassen, Secretary

Attachments:

Bills Presented for Payment

Resolution to Amend FY 2018 Budget

Chief's Monthly Report

**OLNEY FIRE DISTRICT
TRANSACTION REGISTER
FY 2018**

CLRD	CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
		7/1/18	BEGINNING CASH				33,958.04	Ties to County balance - no outstanding warrants
X	5119	7/9/18	VFIS	1,429.00		600	32,529.04	Quarterly premium - property/liability insurance
X	5120	7/9/18	CenturyLink	111.94		200	32,417.10	June telephone/internet
X	5121	7/9/18	Lincoln Electric	118.08		800	32,299.02	June electricity
X	5122	7/9/18	Les Schwab	105.00		2000	32,194.02	Change to summer tires on First Responder & Ambulance
X	5123	7/9/18	Norco	42.16		900	32,151.86	Oxygen tank rental
X	5124	7/9/18	US Bank Lockbox CM9695	7,067.50		2100	25,084.36	Semi-annual loan paymnet - MT INTERCAP Water Tender loan
X	DEPOSIT	7/19/18	Samill Scramble Event		100.00	50	25,184.36	Donation for providing standby EMS support
X	5125	7/27/18	Whitefish Army-Navy	815.97		1900	24,368.39	3 pairs wild land boots
X	RECEIPT	7/31/18	Flathead County		470.88	60	24,839.27	Collected property taxes
X	DEPOSIT	8/8/18	Flathead County		50.64	40	24,889.91	Interest on deposited funds
X	5126	8/13/18	CenturyLink	111.85		200	24,778.06	July telephone/internet
X	5127	8/13/18	Lincoln Electric	115.20		800	24,662.86	July electricity
X	5128	8/13/18	Norco	40.80		900	24,622.06	Oxygen tank rental
X	DEPOSIT	8/31/18	Flathead County		1,460.16	60	26,082.22	Collected property taxes
	5129	9/10/18	Lincoln Electric	90.54		800	25,991.68	August electricity
	5130	9/10/18	CenturyLink	111.85		200	25,879.83	August telephone/internet
	5131	9/10/18	NorthWest Electrical	2,076.82		100	23,803.01	Fire Hall plug circuits; refeed to air compressor
	5132	9/10/18	Olney Store	179.30		500	23,623.71	August Fuel
	5133	9/10/18	Paul Jeremiassen	30.08		1500	23,593.63	Postage for community mailing
	5133	9/10/18	Paul Jeremiassen	17.00		1400	23,576.63	Copies for community mailing
	RECEIPT	9/12/18	VFIS		12,945.00	2000	36,521.63	Claim proceeds for ambulance damage
	5134	10/8/18	Lincoln Electric	83.50		800	36,438.13	September electricity
	5135	10/8/18	Norco	41.48		900	36,396.65	Oxygen tank rental
	5136	10/8/18	VFIS	1,429.00		600	34,967.65	Quarterly premium - property/liability insurance
	5137	10/8/18	VFIS	704.00		1200	34,263.65	Annual premium (10/18-10/19) accident/sickness insurance
	5138	10/8/18	CenturyLink	111.95		200	34,151.70	September phone/internet

OLNEY RURAL FIRE DISTRICT
Resolution to Amend Fiscal Year 2018 Budget

WHEREAS, the Board of Trustees (the Board”) has the power and duty under MCA 7-33-2105 to prepare annual budgets and request special tax levies; and

WHEREAS, under MCA 7-6-4005, expenditures of the District are limited to appropriations, and the Board may not make a disbursement or an expenditure or incur an obligation in excess of the District’s total appropriations; and

WHEREAS, the Board disbursed \$4,654 in excess of its FY 2018 total budget appropriations;

NOW, THEREFORE, BE IT RESOLVED, that the Board amends its FY 2018 budget to increase the appropriation for vehicle maintenance by \$4,654 and to increase the amount of other revenue by \$4,654, as per the amended budget statement attached hereto; and

BE IT FURTHER RESOLVED, that this Resolution shall be entered into the minutes of the Board.

APPROVED AND ADOPTED this 8th day of October 2018, and effective as of June 30, 2018.

OLNEY RURAL FIRE DISTRICT
BOARD OF TRUSTEES

By: _____
Chair

By: _____
Secretary

**OLNEY FIRE DISTRICT
FY 2018
AMENDED BUDGET**

A/C CODE	BUDGET LINE ITEM	ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET
10	EMS Levy	10,995	4,000	4,000
20	Entitlement	7,892	7,892	7,892
40	Investment Income	488	100	100
50	Tax Revenue	48,751	47,001	47,001
60	Other Revenue	6,619	0	4,654
90	Debt Proceeds - Water Tender Refinancing	118,000	118,000	118,000
	TOTAL REVENUE	192,746	176,993	181,647
100	Telephone	1,355	1,500	1,500
200	Fire Equipment	0	1,000	1,000
300	Fuel	413	1,000	1,000
400	Insurance-Property & Equipment	5,567	5,600	5,600
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	2,000
900	Propane	3,632	4,000	4,000
1100	Contract Services - Plowing	1,250	1,000	1,000
1150	Building Maintenance/Repair	586	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	3,000
1600	Recertification, Dues	120	500	500
1700	Training	113	2,000	2,000
1800	Turnout Gear	0	1,500	1,500
1900	Vehicle Maintenance	20,935	5,000	9,654
	SUBTOTAL - MAINTENANCE & OPERATIONS	39,201	34,550	39,204
2000	Debt Service on Vehicles	34,428	34,425	34,425
2100	Debt Payoff - Water Tender Lease/Purchase	111,261	111,261	111,261
	TOTAL EXPENSES	184,890	180,236	184,890
	NET REVENUE (EXPENSE)	\$7,856	(\$3,243)	(\$3,243)

BEGINNING CASH BALANCE	\$46,102	\$46,102	\$33,958
NET REVENUE (EXPENSE)	7,856	(3,243)	(3,243)
TRANSFER TO CIP FUND	(20,000)	(20,000)	(10,000)
ENDING CASH BALANCE	\$33,958	\$22,859	\$20,715

CHIEF'S MONTHLY REPORT 10-8-18 TRUSTEE MEETING

Call outs for September

We had no calls for service in the month of September that we know of.

Old Business

1. I took the ambulance to OH's in Whitefish and they had to send me to the Kalispell office. After taking a look at it and doing some research, they decided they don't want to do the repairs on it. James Lane, the manager in Kalispell, did tell me the manufacturer's name - Braun NV Inc (North Star). They are in Washington! I can forward that e-mail to anyone that would like it. I am still waiting to hear back from Kyle Nace at RES about this issue.
2. I am still working on getting a full inventory on radios and pagers. I will let you know as soon as I do.

New business

1. Jeremy Goodin had to leave the Department due to a personal issue, so we are without an Assistant Chief. For the time being, I am going to leave it that way.
2. I have a list of those that have been members of the Department since November of 2017.

Training for October

- 15th - we are going start refreshing ourselves on MVA's.
- 22nd - EMT night; possibly a CPR refresher
- 29th - we have an extra night in the month. If everyone is up for it, we can do an extra training exercise.

Current Members

Wayne Rehmert
Norma McBroom
Rocky Gress
Levi Gress
Jordan Carr
Kim Gress (EMT)

Wayne Rehmert, Chief