

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
JANUARY 14, 2019 AT OLNEY FIRE HALL**

Call to Order: 7:00 pm

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

Department Members: Chief Wayne Rehmert and Jordon Carr

Community Members: None

Approval of Minutes of the December meeting inadvertently omitted and needs to be added to the agenda for February.

Secretary's Report

Bills presented for payment – attached hereto. The loan payment for the water tender is not due until February 15th, but is being approved now and will be mailed on January 8th. Motion made by Kastner to approve payment of the bills as presented; seconded by McBroom and carried unanimously.

Quarterly Budget Report presented and attached hereto. The ending cash balance agrees with the County's detailed trial balance. Motion was made by Kastner to approve the Budget Report for the Quarter ending 12/31/18 as presented; seconded by McBroom and carried unanimously.

Chief's Report

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

Ambulance repair – Jordon Carr has obtained an estimate from M&T Auto Body, a local facility, to repair the damage by using bonding to build out the exterior panel damage and re-coat and decal as necessary. The amount is about \$8,300 (the amount received for the claim from the insurer was \$12,945). To repair the panel damage from the inside of the vehicle would cost significantly more.

While no formal motion was made to approve repair of the ambulance, the consensus of the Board was to proceed with the repair as proposed by M&T Auto Body (the Board will need to formally approve the repair expenditure at the February meeting, should the repair be completed before then).

Radios and pagers – Rehmert did obtain a radio, pager and pager charger from Bruce McMillan. The Department currently has enough radios and pagers to meet the needs of the members. However, the batteries for all the devices are old and should be replaced. Jeremiassen made a motion to authorize the Department to acquire replacement batteries for all radios and pagers; seconded by Maddux and unanimously approved.

Appointment of Assistant Chief - Kastner made a motion to approve the appointment of Jordon Carr as Assistant Chief; seconded by Jeremiassen and approved unanimously.

Meeting with Whitefish Fire Chief – Rehmert said he had a good meeting with Joe Page in order to get to know him better and to discuss training options available with Whitefish. Rehmert wants to visit the County EMS center to review the run cards, which set forth the rules for mutual aid in calling out the various fire departments in the County.

Activities with the DNRC – Shane Feightner of the Stillwater Unit of the DNRC was at the Department's December 17th meeting to plan out the coming summer's activities. There will be scheduled trainings before the season starts. Also, Feightner would like to have an information table set up at our Mother's Day breakfast.

Rehmert has not heard anything from Lincoln Chute following up on the discussion in the December meeting about use of the ambulance without the presence of an EMT. Jeremiassen suggested that it would be useful to establish some guidelines for administering first aid by members who are not EMTs, and to provide first aid training accordingly.

Rehmert invited the Trustees to participate in the cleanup night scheduled for January 28th. He also intends to put out another letter to the community soon.

Unfinished Business

Lupfer Heights Development – there has been no recent activity, so any action by the Board has been put on hold.

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Trustee Election – information for the May election of two Trustees has been posted at the Post Office and the Olney Store. Filing for candidacy is due at the Flathead County Election Department by February 11th. Jeremiassen has already filed for re-election. It is believed that another person, Gary Hill, is also going to file. There were no other suggestions at the meeting for potential candidates.

New Business

Planning exercise for 2019 priorities – Chair Maddux conducted an exercise to get input from the Trustees and the Chief about setting priorities for 2019. She asked each person to write on 3 “sticky notes” the three most important activities of the Board and Department during 2019. The notes were then laid out and grouped by similar themes. The largest group of these relates to the theme of covering our mission as we grow (prioritize our training based on the callouts received – vehicle rescue, wild land fire support, EMT resources, structure fires; focus on partnering with Whitefish and the DNRC Stillwater Unit; recruit new members/volunteers. The second grouping has to do with community awareness and support (emphasize safety and prevention; continue restoring the reputation of the Fire Hall through community service activities and communication of our commitment to the community). These themes relate to each other, e.g., the more effective we are in raising community awareness and support, the more likely we will succeed in recruitment. Hopefully, this exercise will assist us in prioritizing our efforts this year, given limited resources.

Trustee Comments

Maddux commented on the actions taken recently to make the school bus stop in Olney safer for picking up and dropping of children. She said there was still a need to raise driver awareness about the dangerous driving through Olney and on US 93 at the Olney intersection.

As there were no further comments or requests, the meeting was adjourned at 8:50 pm.

Submitted by Paul Jeremiassen, Secretary

Attachments:

Bills Presented for Payment

Quarterly Budget Report

Chief’s Monthly Report

**OLNEY FIRE DISTRICT
TRANSACTION REGISTER
FY 2019**

CLRD	CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
	5148	1/14/19	Lincoln Electric	90.39		800	47,219.86	December electricity
	5149	1/14/19	Olney Store	90.70		500	47,129.16	December fuel
	5150	1/14/19	Rocky Gress	300.00		300	46,829.16	Snow plowing - 6 times @ \$50
	5151	1/14/19	CityServiceValcon	845.00		1300	45,984.16	500 gals propane @\$1.69
	5152	1/14/19	CenturyLink	122.64		200	45,861.52	December phone/internet
	5153	1/14/19	Montana State Fund	341.52		1200	45,520.00	WC premium installment 11/1/18-11/1/19
	5154	1/14/19	VFIS	1,429.00		600	44,091.00	Quarterly premium - property/liability insurance
	5155	1/14/19	VOID	0.00			44,091.00	
	5156	1/14/19	Paul Jeremiassen	20.00		1500	44,071.00	40 Stamps from USPO
	5157	2/8/19	US Bank Lockbox CM9695	7,056.11		2100	37,014.89	Semi-annual loan payment - MT INTERCAP water tender loan

**OLNEY RURAL FIRE DISTRICT
BUDGET REPORT
FY 2019**

2ND QUARTER
9/30/18 THROUGH 12/31/18

A/C	BUDGET LINE ITEM	ACTUAL EXPENSES			ACTUAL
		2ND QUARTER	YEAR TO DATE	BUDGET	VS. BUDGET
10	EMS Levy	\$0	\$0	\$10,000	(\$10,000)
20	Entitlement	2,004	4,008	8,016	(4,008)
40	Interest Income	155	249	300	(51)
50	Other Revenue	68	168	1,000	(833)
60	Tax Revenue	24,467	26,508	45,000	(18,492)
	TOTAL REVENUE	26,693	30,933	64,316	(33,383)
100	Building Maintenance/Repair	0	2,077	2,500	(423)
200	Telephone/Internet	347	683	1,500	(817)
300	Contract Services - Plowing	0	0	1,000	(1,000)
400	Fire Equipment	0	0	1,500	(1,500)
500	Fuel	75	255	1,000	(746)
600	Insurance - Property/Liability	1,429	2,858	5,700	(2,842)
700	Land Lease	0	0	1,500	(1,500)
800	Electricity	255	579	1,500	(921)
900	Medical Supplies/Ambulance	48	131	1,500	(1,369)
1100	Miscellaneous Expenses	0	0	100	(100)
1200	Insurance - Accident/Sickness/Workers' Comp	1,135	1,135	1,800	(665)
1300	Propane	478	478	4,000	(3,522)
1400	Office Supplies/Computer	0	17	100	(83)
1500	Postage	0	30	250	(220)
1600	Radios/Pagers	0	0	1,500	(1,500)
1700	Recertification, Dues	0	0	400	(400)
1800	Training	0	0	1,500	(1,500)
1900	Turnout Gear	0	816	1,500	(684)
2000	Vehicle Maintenance	0	(12,840)	10,000	(22,840)
2100	Debt Service on Vehicles	0	7,068	28,419	(21,352)
	TOTAL EXPENSES	3,768	3,286	67,269	(63,983)
	NET REVENUE (EXPENSE)	\$22,925	\$27,647	(\$2,953)	\$30,600

	BEGINNING CASH BALANCE	\$38,680	\$33,958	\$33,958
	NET REVENUE (EXPENSE)	22,925	27,647	(2,953)
2200	TRANSFER TO CIP FUND	0	0	(10,000)
	ENDING CASH BALANCE	\$61,605	\$61,605	\$21,005

CHIEF'S MONTHLY REPORT 1-14-19 TRUSTEE MEETING

Call outs for December

1st - MVA slide off – Jordan & Levi

10th - MVA truck flipped over mile marker 148 – Jordan

16th - MVA mile marker 151 – Jordan & Levi

20th – MVA slide off – Wayne, Norma, Jordan, Levi, Andrew, Rocky, Kim

26th – Snow cat accident – Norma, Jordan, Levi, Kim, Rocky. 3 people transported by Whitefish and Big Mountain ambulances

Old Business

1. Insurance claim – we have someone that will fix the ambulance. Jordan will give us details.
2. Radios and pagers – Jordan found a pager and charger. I have given it to Andrew. Bruce is going to drop off his radio and charger. He also told me he is willing to help us out on Mothers Day. Norma is working with her boss to get more pagers.

New business

1. I have talked to the crew about having an Assistant Chief and have decided to appoint Jordan as my Assistant Chief.

Training for January

21st – Child extraction that we were going to do in December. My wife and kids are going to help us out that night.

28th - Fire Hall cleanup and organization night. We are going to take inventory for Mothers Day.

Current Members

Wayne Rehmert (Chief), Jordan Carr (Assistant Chief), Norma McBroom, Rocky Gress, Levi Gress, Kim Gress (EMT), Andrew Hubbard (Candidate)

Wayne Rehmert, Chief