

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
OCTOBER 13, 2019 AT OLNEY FIRE HALL**

Call to Order: 7:06 pm

Trustees present: Chair Donna Maddux, Secretary Paul Jeremiassen, and Trustee Norma McBroom .
Absent were Trustees Keith Kastner and Gary Hill.

Department Members: Wayne Rehmert, Jordon Carr, and Levi Gress.

Community Members: None

As planned, the meeting was opened with a short ceremony to honor the deceased members who are listed on the Perpetual Plaque. The only family members to attend were the daughter and grandson of Don Siers. Maddux welcomed them and said that we also need to honor and appreciate the family members of those firefighters who have passed.

Secretary's Report

The Minutes of the September meeting were approved unanimously.

Update on ambulance sale – Jeremiassen reported that the ambulance was sold for \$107,000 to Pioneer Medical Center in Big Timber. As previously stated, the sale proceeds are proposed to be used to pay down the Montana INTERCAP loan on the Water Tender; the amount of the sale, after deduction of a 2.5% brokerage fee to be paid to Apgar Ambulance, is more than sufficient to retire the entire remaining Water Tender debt. Jeremiassen also said that when the final payment on the Rescue Truck is made in February, the District will be debt-free. He also presented an updated budget forecast (attached), reflecting the ambulance sale and debt repayment. At some point, we will likely approve a revised budget. Jeremiassen moved to repay the remaining balance plus accrued interest on the Montana INTERCAP loan, totaling \$97,014.78; seconded by McBroom; carried unanimously.

Bills presented for payment - 8 payments per attached schedule, including the loan payment and the brokerage fee on the ambulance sale. Motion to approve the payments as presented made by McBroom; seconded by Maddux; carried unanimously.

Reports and Information

Fire Hall heater – the heater was not working, due to a bird's nest that had been built in the air intake. McBroom had someone come out to fix it (no charge). She also wants to arrange for a screen to be put on the intake to avoid the problem in the future.

Craft show – McBroom reported that the participation at the craft show in September was disappointing, with only 8 vendors and few members of the public. She collected \$120 in table fees, to be used for expenses of the Halloween party (see below).

Callouts in September – 3 (2 smoke checks, 1 motor vehicle accident).

Unfinished Business

The suicide prevention training, which was to be held on September 16th, was cancelled due to a lack of attendance. It did not reflect well on the Department, and Maddux, who organized the training, was embarrassed that the presenters who did show up could not conduct the training. It was emphasized that if we organize such an event, we need to make sure that there is sufficient attendance.

New Business

The County has arranged a training, to be held at the OES center on September 16th, conducted by the Montana Highway Patrol, designed for all personnel who respond to traffic accidents. Several of the department members are planning to attend.

Happy Halloween Party – instead having a outreach to the Olney-Bissell School on Halloween, it has been decided to have a Halloween party at the Fire Hall on November 1st (the day after Halloween).

Other Comments

McBroom raised a concern about attendance of member candidates at department meetings (we only have one candidate at present). The department has had a rule that three unexcused absences is cause for dismissal. The main concern is that any candidate must show sufficient commitment to the department to be acceptable as a member.

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Rehmert said that the tool room lock is not working. He will try to get his father-in-law to take a look at it to see what can be done to gain access.

Upon motion by McBroom and seconded by Jeremiassen, the meeting was adjourned at 8 PM.

Submitted by Paul Jeremiassen, Secretary

Attachment:

Updated budget forecast

Bills presented for payment

OLNEY RURAL FIRE DISTRICT

BUDGET FORECAST

FY 2020

A/C	BUDGET LINE ITEM	FY 2020		
		ACTUAL Q1	BUDGET	FORECAST
10	EMS Levy	5,669	\$5,669	\$5,669
20	Entitlement	2,062	8,247	8,247
40	Interest Income	180	600	600
50	Other Revenue	3,604	5,000	5,000
60	Tax Revenue	5,680	40,001	40,001
70	Net Proceeds from Ambulance Sale	107,000	0	104,325
	TOTAL REVENUE	124,194	59,517	163,842
100	Building Maintenance/Repair		2,500	2,500
200	Telephone/Internet	379	1,500	1,500
300	Contract Services - Plowing		1,500	1,500
400	Fire Equipment		5,000	5,000
500	Fuel	520	1,700	1,700
600	Insurance - Property/Liability	1,553	6,204	6,204
700	Land Lease		1,500	1,500
800	Electricity	286	1,250	1,250
1100	Miscellaneous Expenses	60	500	500
1200	Insurance - Accident/Sickness/Workers' Comp		1,500	1,500
1300	Propane	270	4,000	4,000
1600	Radios/Pagers		250	250
1700	Recertification, Dues		0	0
1800	Training	80	4,000	4,000
1900	Turnout Gear		10,000	10,000
2000	Vehicle Maintenance	300	7,000	7,000
2100	Debt Service on Vehicles	7,144	28,567	118,454
	TOTAL EXPENSES	10,593	76,971	166,858
	NET REVENUE (EXPENSE)	\$113,601	(\$17,454)	(\$3,016)

Debt Service:

Water Tender Aug Payment 7,144

Water Tender Prepayment 97,015

Rescue Truck Final Payment 14,295

Total 118,454

	BEGINNING CASH BALANCE	44,609	\$44,609	\$44,609
	NET REVENUE (EXPENSE)	\$113,601	(\$17,454)	(\$3,016)
2200	TRANSFER TO CIP FUND	0	(5000)	(5000)
	ENDING CASH BALANCE	\$158,210	\$22,155	\$36,593
	ALLOWED CASH RESERVE (1/3 of Expenses)		\$27,324	\$57,286

**OLNEY FIRE DISTRICT
TRANSACTION REGISTER
FY 2020**

CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
	7/1/19	BEGINNING CASH				44,609.00	County Balance \$48,905.38 (o/s check # 5184 \$4296.38)
5185	7/8/19	Lincoln Electric	96.90		800	44,512.10	June electricity
5186	7/8/19	CenturyLink	122.39		200	44,389.71	June telephone/internet
5187	7/8/19	VFIS	1,553.00		600	42,836.71	1st quarter installment - property/liability insurance
RECEIPT	7/31/19	Flathead County		4,245.70	60	47,082.41	Collected property taxes
5188	8/12/19	US Bank Lockbox CM 9695	7,144.26		2100	39,938.15	Semi-annual Loan pmt on Water Tender
5189	8/12/19	Lincoln Electric	92.59		800	39,845.56	July electricity
5190	8/12/19	CityServiceValcon	270.00		1300	39,575.56	200 gals @ \$1.35
5191	8/12/19	CenturyLink	123.49		200	39,452.07	July telephone/internet
5192	8/12/19	WEX Bank	336.79		500	39,115.28	July fuel card purchases
5193	8/12/19	Paul Jeremiassen	22.00		1100	39,093.28	40 postage stamps
5194	8/12/19	Norma McBroom	38.00		1100	39,055.28	Fire Fighter Perpetual Plaque engraving
RECEIPT	8/13/19	Flathead County		95.07	40	39,150.35	Interest on cash deposits
5195	8/16/19	Wayne Rehmert	20.00		1800	39,130.35	Per diem for Stop the Bleed training at KMRC (dinner)
5196	8/16/19	Norma McBroom	20.00		1800	39,110.35	Per diem for Stop the Bleed training at KMRC (dinner)
5197	8/16/19	Jordon Carr	20.00		1800	39,090.35	Per diem for Stop the Bleed training at KMRC (dinner)
5198	8/16/19	Levi Gress	20.00		1800	39,070.35	Per diem for Stop the Bleed training at KMRC (dinner)
DEP 01	8/29/19	DNRC		3,604.00	50	42,674.35	Use of Water Tender - 34 hours @ \$106
RECEIPT	8/30/19	Flathead County		1,031.60	60	43,705.95	Collected property taxes
5199	9/9/19	CenturyLink	133.49		200	43,572.46	August telephone/internet
5200	9/9/19	Lincoln Electric	96.71		800	43,475.75	August electricity
5201	9/9/19	Response Equip Specialists	300.00		2000	43,175.75	Pump test on pumper truck
5202	9/9/19	WEX Bank	183.48		500	42,992.27	August fuel
RECEIPT	9/10/19	Flathead County		84.49	40	43,076.76	Interest on cash deposits
RECEIPT	9/17/19	State of Montana		2,061.82	20	45,138.58	Entitlement payment - Q1/FY2020
DEP 02	9/27/19	Pioneer Medical Center		107,000.00	70	152,138.58	Proceeds from sale of ambulance
RECEIPT	9/30/19	Flathead County		5,668.50	10	157,807.08	EMS levy for 2nd half FY2019
RECEIPT	9/30/19	Flathead County		402.45	60	158,209.53	Collected property taxes
5203	10/14/19	Response Equip Specialists	512.83		2000	157,696.70	Water Tender rear wheel and brakes
5204	10/14/19	VFIS	612.00		1200	157,084.70	Accident/Sickness policy annual renewal 10/1/19
5205	10/14/19	Alert-All Corp	255.00		1100	156,829.70	Fire safety materials for Halloween outreach
5206	10/14/19	WEX Bank	142.40		500	156,687.30	Sept fuel card purchases
5207	10/14/19	US Bank Lockbox CM 9695	97,014.78		2100	59,672.52	Prepay entire Water Tender loan plus accrued interest
5208	10/14/19	Apgar Ambulance	2,675.00		70	56,997.52	Brokerage fee on ambulance sale - 2.5% of \$107,000
5209	10/14/19	CenturyLink	133.49		200	56,864.03	Sept phone/internet
5210	10/14/19	Lincoln Electric	87.03		800	56,777.00	Sept electricity