

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
JUNE 8, 2020 AT OLNEY FIRE HALL**

Call to Order: 7:00 pm

All Trustees present: Chair Donna Maddux, Vice Chair Gary Hill; Secretary Paul Jeremiassen, and Trustee Norma McBroom.

Department Members: None

Community Members: None

Annual Election of Officers: The election, ordinarily held at the May meeting, was delayed because the Covid19 virus caused that meeting to be cancelled. Norma made a motion nominating the current officers for re-election to serve until the next annual meeting: Maddux as Chair; Hill as Vice Chair; and Jeremiassen as Secretary. The motion was seconded by Jeremiassen and the nominees were elected by acclamation.

Approval of March Minutes: (The approval of minutes was inadvertently skipped and will be presented for approval at the July meeting.)

Secretary's Report

Bills presented for payment: Jeremiassen presented bills for payment, as attached. The amounts to be approved include payments already made during April and May in the absence of Board meetings during those months. Motion to approve the payments as presented was made by Maddux; seconded by Hill; carried unanimously.

FY 2021 budget preview: Jeremiassen presented a preliminary budget as attached hereto. The areas that need focus are highlighted in yellow, before the final budget is approved for submission to the County at the July meeting. In construction the budget, it is necessary to stay within the maximum ending cash balance prescribed by the County (equal to 33% of budgeted operating expenses plus cash transfers to the CIP Fund). Important determinants of the ending cash balance are decisions about the amount of tax levy requested, the amount budgeted for CIP fund transfers, major Department expenditure decisions (fire equipment, training, turnout gear and vehicle maintenance). The amount for training contemplates a comprehensive training program, possibly involving a paid consultant.

Reports

Call outs: 10 Call outs during the months of March, April and May – 3 motor vehicle accidents, 2 medical assists, and 5 fire reports.

Chief's report: In the absence of acting Chief Jordon Carr, no report was presented.

Storm damage roundtable report: each Trustee reported on damages to property caused by the large storm that hit the community on Sunday morning. Fortunately, there were no injuries reported, but much tree damage and damage to two residences. Department members were active in clearing trees from roadways and structures.

Drive slowly banner: Maddux reported that the banner, which was damaged by the County snowplow last winter, is being repaired and will be available for display in front of the Fire Hall.

Unfinished Business

Motion was made by Maddux to table the appointment, in his absence, of Jordon Carr as Chief; seconded by Jeremiassen; carried unanimously.

Jeremiassen made a motion to transfer \$5,000 to the Capital Improvement Fund, as provided in the FY 2020 budget; seconded by Hill; carried unanimously.

New Business

Maddux made a motion to purchase a community reader board/message center, costing \$599 plus shipping, to be placed in front of the Fire Hall; seconded by Hill; carried unanimously.

Jeremiassen made a motion to delay the July meeting to the 3rd Monday, July 20th, so that the final FY 2020 trial balance report can be received from the County before approving the FY 2021 budget submission to the County; seconded by Maddux; carried unanimously.
Hill said he will draft an outline of a Chief's report for Carr to use at Board meetings.

There being no further business, Maddux moved to adjourn the meeting at 8:23 pm; seconded by Hill; carried unanimously.

Submitted by Paul Jeremiassen, Secretary

Attachments:

Payment of bills – March, April, May
FY 2021 Budget Preview

**OLNEY FIRE DISTRICT
MAR-MAY 2020 BILLS**

CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
DEP06	4/10/20	Lincoln Electric		101.19	800	52,295.32	Capital Credit Distribution
RECEIPT	4/10/20	Flathead County		62.91	60	52,358.23	Collected property taxes
5250	4/11/20	Nelson's Ace Hardware	157.38		1100	52,200.85	Gloves, safety glasses, wipes
5251	4/11/20	WEX Bank	251.80		500	51,949.05	March fuel bill
5252	4/11/20	CityServiceValcon	662.20		1300	51,286.85	Propane - 430 gals @ \$1.54
5253	4/11/20	Lincoln Electric	104.55		800	51,182.30	March electricity
5254	4/11/20	CenturyLink	132.88		200	51,049.42	March telephone/internet
5255	4/11/20	Mahugh Fire & Safety	3,135.80		400	47,913.62	9 new alum air tanks, 4 valve cylinders (Jan Hydro test)
5256	4/11/20	VFIS	1,545.00		600	46,368.62	4th quarterly premium property/liability insurance
RECEIPT	4/30/20	Flathead County		454.49	60	46,823.11	Collected property taxes
5257	5/6/20	Whitefish Army-Navy	575.98		1900	46,247.13	Wildland boots for J. Fanning & T. Martin
5258	5/8/20	Mahugh Fire & Safety	177.00		2000	46,070.13	
5259	5/8/20	Lincoln Electric	93.16		800	45,976.97	April electricity
5260	5/8/20	CenturyLink	132.55		200	45,844.42	April telephone/internet
5261	5/8/20	Response Equip Specialists	782.79		2000	45,061.63	Rescue Truck Winch Repair; service transmission
5262	5/8/20	WEX Bank	96.73		500	44,964.90	April fuel bill
DEP07	5/13/20	Montana DOC - Restitutions		67.50	50	45,032.40	Morehead restitution payment
5263	6/8/20	Bolter's Towing Inc.	525.00		2000	44,507.40	Tow Pumper to RES
5264	6/8/20	Response Equip Specialists	828.71		2000	43,678.69	Tender water gage; pumper rear lights; Wildland guzzler pump
5265	6/8/20	Lincoln Electric	99.52		800	43,579.17	May electricity
5266	6/8/20	WEX Bank	58.68		500	43,520.49	May fuel
5267	6/8/20	CityServiceValcon	327.48		1300	43,193.01	Propane - 235.6 gals @ \$1.39
5268	6/8/20	CenturyLink	132.55		200	43,060.46	May telephone/internet

**OLNEY RURAL FIRE DISTRICT
BUDGET FORECAST
FY 2020**

fir A/C	BUDGET LINE ITEM	FY 2020			
		BUDGET	ACTUAL YTD	2020 EST	2021 DRAFT
10	EMS Levy	\$5,669	5,669	\$5,669	\$0
20	Entitlement	8,247	6,185	8,247	8,500
40	Interest Income	600	903	1,050	1,000
50	Other Revenue	5,000	3,739	3,739	0
60	Tax Revenue	40,001	29,072	45,000	25,000
70	Net Proceeds from Ambulance Sale	0	104,325	104,325	0
	TOTAL REVENUE	59,517	149,893	168,030	34,500
100	Building Maintenance/Repair	2,500	66	66	2,500
200	Telephone/Internet	1,500	1,577	1,577	1,700
300	Contract Services - Plowing	1,500	675	675	1,500
400	Fire Equipment	5,000	4,131	4,131	5,000
500	Fuel	1,700	1,617	1,617	2,500
600	Insurance - Property/Liability	6,204	5,617	5,617	7,000
700	Land Lease	1,500	1,513	1,513	1,600
800	Electricity	1,250	1,087	1,087	1,400
1100	Miscellaneous Expenses	500	494	494	1,000
1200	Insurance - Accident/Sickness/Workers' Comp	1,500	1,078	1,078	1,200
1300	Propane	4,000	4,117	4,117	5,000
1600	Radios/Pagers	250	722	722	2,000
1700	Recertification, Dues	0	0	0	0
1800	Training	4,000	604	604	4,000
1900	Turnout Gear	10,000	4,299	4,299	5,000
2000	Vehicle Maintenance	7,000	5,390	5,390	7,500
2100	Debt Service on Vehicles	28,567	118,454	118,454	0
	TOTAL EXPENSES	76,971	151,441	151,441	48,900
	NET REVENUE (EXPENSE)	(\$17,454)	(\$1,549)	\$16,589	(\$14,400)

	BEGINNING CASH BALANCE	\$44,609	44,609	\$44,609	\$56,198
	NET REVENUE (EXPENSE)	(\$17,454)	(\$1,549)	\$16,589	(\$14,400)
2200	TRANSFER TO CIP FUND	(5,000)	0	(5,000)	(20,000)
	ENDING CASH BALANCE	\$22,155	\$43,060	\$56,198	\$21,798
	ALLOWED CASH RESERVE (1/3 of Expenses)	\$27,324			\$22,967