

**OLNEY RURAL FIRE DISTRICT  
MINUTES OF MEETING OF BOARD OF TRUSTEES  
JULY 20, 2020 AT OLNEY FIRE HALL**

**Call to Order:** 7:00 pm

Trustees present: Vice Chair Gary Hill; Secretary Paul Jeremiassen, and Trustee Norma McBroom. Hill serves as Acting Chair, replacing Donna Maddux, who resigned on June 12<sup>th</sup>, per her e-mail notice attached hereto. She directly notified the office of the County Board of Supervisors. There are currently two vacancies on our Board.

Department Members: None

Community Members: None

**Approval of Minutes:** Hill made a motion to approve the March Board meeting minutes (inadvertently not addressed at the June meeting) and the June Board meeting minutes; seconded by McBroom; carried unanimously. There were no meetings in April or May due to the Covid virus.

**Presentation of Claims and Bills:** Jeremiassen presented bills for payment, as attached. Because the July meeting was a week later than normal, the bills were processed and paid during the prior week to ensure timely payments. Motion to approve the payments as presented was made by Jeremiassen; seconded by Hill; carried unanimously.

**Correspondence:** a letter was received from Flathead County Planning/Zoning concerning a proposed zoning amendment that would allow motorized vehicles and fuel to be stored in the same building if engineered to provide a one-hour fire separation between units. Although this zoning was requested for a facility outside our District, the County is requesting comment from every fire district in the County. It was agreed that we had no basis to provide comment on the proposal and thus declined to do so.

**Reports:**

Final FY 2020 budget results – the final report was presented as attached hereto. It incorporates the final trial balance activity from the County through the end of the fiscal year of June 30<sup>th</sup>.

FY 2021 budget proposal – included with the budget results as proposed for submission to the County before the July 24<sup>th</sup> deadline. The County will return the proposal after tax levies are determined in August for approval of the Board. After discussion, the attached proposal was adjusted, as follows:

Building Maintenance and Repair was increased from \$3,000 to \$4,000

Training was increased from \$4,000 to \$5,000

Transfers to the Capital Improvement Fund (CIP) was decreased from \$15,000 to \$12,000

**Unfinished Business:** the motion to approve the appointment of Acting Chief Jordon Carr as Chief was again deferred due to his absence from the meeting.

**New Business:** the property/casualty insurance policy through VFIS was due for annual renewal as of July 1<sup>st</sup>. Jeremiassen said that even though the insurance underwriter has been changed, the policy's terms are basically identical to those of the prior year, with a slight increase in the premium. He made a motion to approve the renewal; seconded by Hill; carried unanimously.

**Chief's Report:** there was no report due to the absence of Acting Chief Jordon.

**June Callouts:** McBroom reported 7 total callouts, with 2 nonresponses and 1 stand down.

There being no further business, Hill adjourned the meeting at 7:40 pm.

Submitted by Paul Jeremiassen, Secretary

**Attachments:**

Maddux resignation e-mail

June payment of bills

FY 2020 budget report (final) and FY2021 budget proposal

**Next meeting: Monday, August 10<sup>th</sup>**

**From:** DONNA maddux drm59801@hotmail.com

**Subject:** Official Notice

**Date:** June 11, 2020 at 1:03 PM

**To:** Paul Jeremiassen pjeremiassen@icloud.com, Gary Hill leogaryme@gmail.com, Norma McBroom mmcb@centurytel.net

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DM

Dear Board of Trustees of the Olney Rural Fire District:

This will serve as my official notice to you that I am terminating my position on the Board effective June 12, 2020. My reasons are personal and my plans to live outside of the district would make me ineligible. It was a pleasure getting to know you all during our mutual service to this community.

Sincerely yours, Donna Maddux

Sent from [Mail](#) for Windows 10

**OLNEY FIRE DISTRICT  
TRANSACTION REGISTER  
FY 2021**

CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
	7/1/20	<b>BEGINNING CASH</b>				52,121.64	<b>AGREES WITH COUNTY T/B AS OF 6/30/20</b>
5269	7/8/20	WEX Bank	84.24		500	52,037.40	June fuel bill
5270	7/8/20	Lincoln Electric	93.96		800	51,943.44	June electricity
5271	7/8/20	VFIS	1,507.00		600	50,436.44	Property/casualty insurance - quarterly installment
5272	7/8/20	CenturyLink	132.55		200	50,303.89	June telephone/internet
5273	7/8/20	ULINE	730.53		1100	49,573.36	Purchase community message board
5274	7/8/20	Response Equip Specialists	612.65		2000	48,960.71	Pumper truck fuel leak
5275	7/8/20	Nelson's Ace Hardware	66.96		1100	48,893.75	Saw chain, oil, file
DEP01	7/12/20	MT Dept of Corrections		90.00	50	48,983.75	Morehead restitution payment

**OLNEY RURAL FIRE DISTRICT  
FINAL BUDGET REPORT  
FY 2020**

fir A/C	BUDGET LINE ITEM	FY 2020 FINAL		FY 2021
		BUDGET	ACTUAL	BUDGET DRAFT
10	EMS Levy	\$5,669	5,669	\$0
20	Entitlement	8,247	8,247	8,500
40	Interest Income	600	1,022	1,000
50	Other Revenue	5,000	3,739	0
60	Tax Revenue	40,001	40,952	24,000
70	Net Proceeds from Ambulance Sale	0	104,325	0
	<b>TOTAL REVENUE</b>	59,517	163,954	33,500
100	Building Maintenance/Repair	2,500	66	3,000
200	Telephone/Internet	1,500	1,577	1,700
300	Contract Services - Plowing	1,500	675	1,500
400	Fire Equipment	5,000	4,131	5,000
500	Fuel	1,700	1,617	2,500
600	Insurance - Property/Liability	6,204	5,617	6,100
700	Land Lease	1,500	1,513	1,600
800	Electricity	1,250	1,087	1,400
1000	Fire Hall Supplies	0	0	500
1100	Miscellaneous Expenses	500	494	1,000
1200	Insurance - Accident/Sickness/Workers' Comp	1,500	1,078	1,500
1300	Propane	4,000	4,117	5,000
1600	Radios/Pagers	250	722	2,000
1700	Recertification, Dues	0	0	0
1800	Training	4,000	604	4,000
1900	Turnout Gear	10,000	4,299	5,000
2000	Vehicle Maintenance	7,000	5,390	7,500
2100	Debt Service on Vehicles	28,567	118,454	0
	<b>TOTAL EXPENSES</b>	76,971	151,441	49,300
	<b>NET REVENUE (EXPENSE)</b>	(\$17,454)	\$12,513	(\$15,800)

	<b>BEGINNING CASH BALANCE</b>	\$44,609	44,609	\$52,122
	<b>NET REVENUE (EXPENSE)</b>	(\$17,454)	\$12,513	(\$15,800)
2200	<b>TRANSFER TO CIP FUND</b>	(5,000)	(5,000)	(15,000)
	<b>ENDING CASH BALANCE</b>	\$22,155	\$52,122	\$21,322
	<b>ALLOWED CASH RESERVE (1/3 of Expenses)</b>	\$27,324		\$21,433