

**OLNEY RURAL FIRE DISTRICT
MINUTES OF MEETING OF BOARD OF TRUSTEES
JULY 14, 2021 AT OLNEY FIRE HALL**

Call to Order: 6:58 pm

Trustees present: Chair Gary Hill; Secretary Paul Jeremiassen, and Trustee Norma McBroom. There are currently two vacancies on the Board.

Department Members: Chief Jordon Carr

Community Members: Jeff Hass

Approval of Minutes: As there were no changes proposed for the minutes of the June meeting prepared by Jeremiassen, he moved to approve the June meeting minutes as presented; seconded by Hill; carried unanimously.

Correspondence: Olney community member Lisa Hill sent a letter to the Board requesting the use of 6 tables and 20 chairs for the annual rendezvous of family and friends. Pickup will be August 6th for return on August 8th. Gary Hill will handle access to the Fire Hall on both days.

Reports: None

Unfinished Business:

FY 2021 budget report and proposed FY 2022 budget for submission to the County – Jeremiassen presented the updated budget (attached) which includes all transactions through June 30th, except for the remaining revenue items not yet received from the County for June to close out the fiscal year. There were only a few changes from the proposed budget presented in June. There were no suggestions for changes, and no motion is required to approve the budget for submission to the County (due on July 23rd), as the County will return the budget after review for final approval in August. The budget will be adjusted as necessary before submission to County Finance when the County's June trial balance report is received.

Determination of pager, radio and battery purchases – Chief Carr said that there is a need for several radios for use in responding to wildland fires because a different communication net is used than for other responses. It is probable that these can be supplied on loan from the DNRC fire unit when available. Our existing radios are still due for program updating by the County.

It was proposed that we purchase 2 additional pagers (\$523 per unit) to equip the volunteers who don't have one and purchase 5 additional rechargeable batteries (\$70 per unit) for our radios. Hill made a motion to make those purchases; seconded by McBroom; carried unanimously.

New Business:

Annual renewal of property/casualty insurance policy – Jeremiassen has received the renewal policy from VFIS, which is identical in coverages to the previous policy (other than updates to the vehicle and building values). The annual premium has increased by about 4% to \$6,280. Jeremiassen moved to approve the renewal of the VFIS property/casualty policy; seconded by Hill; carried unanimously. The first quarterly premium is included in the bills to be paid this month.

Presentation of Claims and Bills: Jeremiassen presented July bills for payment, as attached. Jeremiassen moved to approve the payment of bills as presented; seconded by McBroom; carried unanimously.

Department Report:

June Call-outs – McBroom reported 4 call-outs during June: 2 medical assists (1 no response) and 2 motor vehicle responses (including an ATV accident).

Vehicle upgrades – Chief Carr said the new light bar for the Wild Land truck has been received by RES and the scheduled for installation. The red flashers on the Rescue truck (6 large and 4 smaller ones) are not working properly, so Carr would like to replace them with LED flashers. He proposed to purchase them on the Web and install them himself. The cost is \$1,740.

Finally, the Pumper truck was taken to RES because the engine warning light was on. The EGR system valve was defective and needed to be replaced.

Other Comments: Jeff Hass, a retired fire fighter from Nevada, was asked if he had any thoughts on how we might develop more training opportunities, given our limited volunteer time commitments. The state association has annual events which include training sessions, but the time and travel involved is not attractive. The local DNRC fire unit is a good resource for wild land fire training, and Whitefish should be another resource we can utilize.

As no further items were presented for discussion, the meeting was adjourned at 7:53 pm.

Submitted by Paul Jeremiassen, Secretary

Attachments:

YTD Budget Report and FY 2022 Budget proposal

July payment of bills

Next meeting: Wednesday, August 11th

**OLNEY RURAL FIRE DISTRICT
YTD BUDGET REPORT
FY 2021**

AS OF 7/14/21

A/C	BUDGET LINE ITEM	FY 2021		ACTUAL OVER	FY 2021	FY 2022
		BUDGET	YTD ACTUAL	(UNDER) BUDGET	FORECAST	BUDGET
20	Entitlement	8,464	6,348	(2,116)	8,464	8,500
40	Interest Income	950	226	(724)	240	150
50	Other Revenue	0	1,311	1,311	1,311	1,000
60	Tax Revenue	24,001	30,512	6,511	31,000	20,000
	TOTAL REVENUE	33,415	38,397	4,982	41,015	29,650
100	Building Maintenance/Repair	5,000	3,550	(1,450)	3,550	4,000
200	Telephone/Internet	1,700	1,612	(88)	1,612	1,750
300	Contract Services - Plowing	1,500	675	(825)	675	1,500
400	Fire Equipment	5,000	1,549	(3,451)	1,549	4,000
500	Fuel	2,500	1,194	(1,306)	1,194	2,500
600	Insurance - Property/Liability	6,100	6,020	(80)	6,020	6,300
700	Land Lease	1,600	1,543	(57)	1,543	1,600
800	Electricity	1,400	1,122	(278)	1,122	1,500
1000	Fire Hall Supplies	500	98	(402)	98	1,000
1100	Miscellaneous Expenses	1,000	797	(203)	797	1,000
1200	Insurance - Accident/Sickness/WC	1,500	1,071	(429)	1,071	1,500
1300	Propane	5,000	4,101	(899)	4,101	6,000
1600	Radios/Pagers	2,000	0	(2,000)	0	5,000
1700	Recertification, Dues	0	0	0	0	0
1800	Training	5,000	0	(5,000)	0	2,500
1900	Turnout Gear	5,000	0	(5,000)	0	5,000
2000	Vehicle Maintenance	7,500	10,735	3,235	10,735	8,000
	TOTAL EXPENSES	52,300	34,066	(18,234)	34,066	53,150
	NET REVENUE (EXPENSE)	(\$18,885)	\$4,331	\$23,216	\$6,948	(\$23,500)

	BEGINNING CASH BALANCE	\$52,122	\$52,122	\$0	\$52,122	\$47,070
	NET REVENUE (EXPENSE)	(18,885)	4,331	23,216	6,948	(23,500)
2200	TRANSFER TO CIP FUND	(12,000)	(12,000)	0	(12,000)	(5,000)
	ENDING CASH BALANCE	\$21,237	\$44,452	\$23,216	\$47,070	\$18,570
	ALLOWED CASH RESERVE	\$21,433				\$19,383

**OLNEY FIRE DISTRICT
TRANSACTION REGISTER
FY 2022**

As Of 7/14/21

CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
5349	7/14/21	CenturyLink	135.29			44,316.86	Prior month telephone/internet
5350	7/14/21	Lincoln Electric Cooperative	103.38			44,213.48	Prior month electricity
5351	7/14/21	VOID				44,213.48	
5352	7/14/21	VFIS	1,572.00			42,641.48	1st quarter installment property/liability insurance
5353	7/14/21	WEX Bank	85.21			42,556.27	Prior month fuel bill
5354	7/14/21	CityServiceValcon	248.58			42,307.69	Propane - 135.1 gals @ \$1.84
5355	7/14/21	Mahugh Fire & Safety	240.00			42,067.69	4 pairs Innotex fire gloves