

**OLNEY RURAL FIRE DISTRICT  
MINUTES OF MEETING OF BOARD OF TRUSTEES  
SEPTEMBER 8, 2021 AT OLNEY FIRE HALL**

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

Trustees present: Chair Gary Hill; Secretary Paul Jeremiassen, and Trustees Norma McBroom and John Streaan. There is still one vacancy.

Department Members: Chief Jordon Carr

Community Members: Dodi Therrien, former Trustee

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

**Correspondence:** None

**Reports:** None

**Unfinished Business:**

Jeremiassen introduced a resolution (attached) for final approval of the Fiscal 2022 budget, after submission to the County and returned for Board approval. There were only minor changes from the budget we submitted. Jeremiassen moved to approve the resolution as presented; seconded by Hill; approved unanimously.

**New Business:** None

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

**Department Report:**

August Call-outs – McBroom reported 6 call-outs during August: 3 fire calls (illegal campfire, smoke investigation which probably was vehicle dust, and a defective residential fire alarm) and 3 medical assists (2 were non-responses). Streaan asked what role the Department plays in a typical medical assist, which is primarily to secure the incident scene and provide non-medical assistance to anyone prior to the arrival of an ambulance crew (normally Whitefish).

Vehicle upgrades and maintenance - Carr reported that parts to the water pump on the Pumper Truck need to be replaced. RES is looking for the parts.

Fire Hall projects – McBroom reported that installing 2 commercial ceiling fans will cost \$175 per fan, for a total cost of \$795, including installation. Hill made a motion to proceed with the installation; seconded by Streaan; approved unanimously.

**Other Comments:**

McBroom said that someone called (not from the community) to borrow tables and chairs for a wedding at the Stillwater Bar in October. She will need more information to determine if that can be allowed.

Chief Carr inquired as to whether we could obtain a pre-paid debit card for Department miscellaneous purchases. Jeremiassen said he would check into it, although since petty cash accounts are generally not allowed by the County, it would seem a pre-paid card might be considered the same.

As no further items were presented for discussion, the meeting was adjourned at 7:40 pm.

Submitted by Paul Jeremiassen, Secretary

**Attachments:**

Resolution to approve Fiscal 2022 Budget

September payment of bills

**Next meeting: Wednesday, October 13th**

**OLNEY RURAL FIRE DISTRICT**  
**Resolution to Approve Fiscal Year 2022 Budget**

WHEREAS, Board of Trustees (the Board”) has the power and duty under MCA 7-33-2105 to prepare annual budgets and request special tax levies; and

WHEREAS, under MCA 7-6-4005, expenditures of the District are limited to appropriations, and the Board may not make a disbursement or an expenditure or incur an obligation in excess of the District’s total appropriations; and

WHEREAS, the Board has reviewed the projected revenues and expenditures for its Operating Fund #7218 and its Capital Improvement Fund #7239 for Fiscal Year 2022, and actual revenues and expenditures for Fiscal Year 2021; and

WHEREAS, the Board recognizes the projected revenue for Fiscal Year 2022 is subject to change based on the District’s taxable valuations, State entitlement payments, County EMS levy payments and tax appeals;

NOW, THEREFORE, BE IT RESOLVED, that the Board approves the Fiscal Year 2022 budgets for Funds #7218 and #7239 as attached; and

BE IT FURTHER RESOLVED, that this Resolution shall be entered into the minutes of the Board.

APPROVED AND ADOPTED this 8<sup>th</sup> day of September 2021, and effective as of July 1, 2021.

OLNEY RURAL FIRE DISTRICT  
BOARD OF TRUSTEES

By: \_\_\_\_\_  
Chair

By: \_\_\_\_\_  
Secretary

# FLATHEAD COUNTY BUDGET ESTIMATES FY 2022

FUND NAME: OLNEY FIRE

FUND NUMBER: 7218

	Prior Year Budget FY21	Dept Request	Final Budget FY22
<b>NON-TAX REVENUE</b>			
Entitlement	\$ 8,464	\$ 8,500	\$ 8,585
Interest	950	100	100
Other Revenue		1,000	1,000
<b>Total Non-Tax Revenue</b>	<b>\$ 9,414</b>	<b>\$ 9,600</b>	<b>\$ 9,685</b>
<b>TAX REVENUE</b>	<b>Mill Levy</b>		
Tax/Assessment Revenue =	53.132	20,000	20,000
2021 Taxable Value =	376,417		
<b>Total Tax Revenue</b>	<b>\$ 24,001</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>TOTAL REVENUE</b>	<b>\$ 33,415</b>	<b>\$ 29,600</b>	<b>\$ 29,685</b>
<b>OTHER RESOURCES</b>			
Cash available @ June 30th	\$ 52,122	\$ 47,803	\$ 47,803
Less outstanding warrants @ June 30th			
<b>Total Other Resources</b>	<b>\$ 52,122</b>	<b>\$ 47,803</b>	<b>\$ 47,803</b>
<b>TOTAL RESOURCES</b>	<b>\$ 85,537</b>	<b>\$ 77,403</b>	<b>\$ 77,488</b>

<b>MAINTENANCE &amp; OPERATION EXPENDITURES</b>			
Building Maintenance	\$ 5,000	\$ 4,000	\$ 4,000
Telephone/Internet	1,700	1,750	1,750
Contract Services for Snowplowing	1,500	1,500	1,500
Fire Equipment	5,000	4,000	4,000
Fuel	2,500	2,500	2,500
Insurance-Property/Liability	6,100	6,300	6,300
Land Lease	1,600	1,600	1,600
Electricity	1,400	1,500	1,500
Fire Hall Supplies	500	1,000	1,000
Misc Expense	1,000	1,000	1,000
Insurance-Accident & Sickness/Workers' Comp	1,500	1,500	1,500
Propane	5,000	6,000	6,000
Radios/Pagers	2,000	5,000	5,000
Training	5,000	2,500	2,500
Turnout Gear	5,000	5,000	5,000
Vehicle Maintenance	7,500	10,000	10,000
<b>Total Maintenance &amp; Operation Expenditures</b>	<b>\$ 52,300</b>	<b>\$ 55,150</b>	<b>\$ 55,150</b>
<b>TRANSFER TO CAPITAL IMPROVEMENT FUND</b>			
Transfer to CIP Fund 7239	\$ 12,000	\$ 5,000	\$ 5,000
<b>Total Transfers</b>	<b>\$ 12,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 64,300</b>	<b>\$ 60,150</b>	<b>\$ 60,150</b>

<b>CASH RESERVE</b> (projected ending cash balance)	<b>\$ 21,237</b>	<b>\$ 17,253</b>	<b>\$ 17,338</b>
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Allowed Cash Reserve	21,433.33	20,050.00
Projected Cash Reserve %	33.03%	28.82%

AUTHORIZED SIGNATURE: \_\_\_\_\_

**FLATHEAD COUNTY BUDGET ESTIMATES FY 2022**

**FUND NAME: OLNEY FIRE DISTRICT - CIP**

**FUND NUMBER: 7239**

	<b>Prior Year Budget FY21</b>	<b>Dept Request</b>	<b>Final Budget FY22</b>
<b>NON-TAX REVENUE</b>			
Interest Revenue	\$ 400	\$ 120	\$ 120
Total Non-Tax Revenue	\$ 400	\$ 120	\$ 120
<b>TOTAL REVENUE</b>	\$ 400	\$ 120	\$ 120
<b>OTHER RESOURCES</b>			
Transfer in from 7218	\$ 12,000	\$ 5,000	\$ 5,000
Cash available @ June 30th	31,325	43,475	43,475
Total Other Resources	\$ 43,325	\$ 48,475	\$ 48,475
<b>TOTAL RESOURCES</b>	\$ 43,725	\$ 48,595	\$ 48,595
<b>CAPITAL OUTLAY</b>			
Total Capital Outlay	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -
<b>CASH RESERVE</b> (projected ending cash balance)	\$ 43,725	\$ 48,595	\$ 48,595

Board's plan for this fund is: Fire equipment & apparatus; building improvements

AUTHORIZED SIGNATURE: \_\_\_\_\_

**OLNEY FIRE DISTRICT  
TRANSACTION REGISTER  
FY 2022**

CLRD	CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
		<b>7/1/21</b>	<b>BEGINNING CASH</b>				47,803.14	<b>AGREES WITH COUNTY T/B AS OF 6/30/21</b>
X	5349	7/14/21	CenturyLink	135.29		200	47,667.85	Prior month telephone/internet
X	5350	7/14/21	Lincoln Electric Cooperative	103.38		700	47,564.47	Prior month electricity
X	5351	7/14/21	VOID				47,564.47	
X	5352	7/14/21	VFIS	1,572.00		600	45,992.47	1st quarter installment property/liability insurance
X	5353	7/14/21	WEX Bank	85.21		500	45,907.26	Prior month fuel bill
X	5354	7/14/21	CityServiceValcon	248.58		1300	45,658.68	Propane - 135.1 gals @ \$1.84
X	5355	7/14/21	Mahugh Fire & Safety	240.00		1900	45,418.68	4 pairs Innotex fire gloves
X	5356	7/18/21	Jordon Carr	1,740.00		2000	43,678.68	Reimburse web purchase of emergency flashers - Rescue Truck
X	RECEIPT	7/29/21	Montana DNRC		1,590.00	50	45,268.68	Water Tender use - 5/18 & 5/19
X	RECEIPT	7/30/21	Flathead County		983.03	60	46,251.71	Collected property taxes
	5357	8/11/21	CenturyLink	134.98		200	46,116.73	Prior month telephone/internet
	5358	8/11/21	Lincoln Electric Cooperative	107.86		700	46,008.87	Prior month electricity
	5359	8/11/21	WEX Bank	274.62		500	45,734.25	Prior month fuel bill
	5360	8/11/21	Response Equip Specialists	3,678.00		2000	42,056.25	LED emergency light bar - Wildland Truck
	5361	8/11/21	Mahugh Fire & Safety	179.00		400	41,877.25	Red OSHA drip torch
	5362	8/18/21	Cosner Contech	1,571.90		1600	40,305.35	Batteries and chargers
	5363	9/8/21	Nelson's Ace Hardware	79.11		1000	40,226.24	Supplies
	5363	9/8/21	Nelson's Ace Hardware	99.99		100	40,126.25	New entry keypad
	5364	9/8/21	WEX Bank	269.05		500	39,857.20	Prior month fuel bill
	5365	9/8/21	Response Equip Specialists	209.89		2000	39,647.31	Replace Water Tender hood latch
	5366	9/8/21	CenturyLink	134.98		200	39,512.33	Prior month telephone/internet
	5367	9/8/21	Lincoln Electric Cooperative	117.70		800	39,394.63	Prior month electricity