

**DFSA Board of Trustees Meeting Minutes**  
**February 9, 2017**  
**Dearborn Fire Service Area Station**

**Meeting Called To Order:** 10:02 a.m.

**Attendance:** Louise Watson, Roy Stock, Adrienne Kernaghan, Ellis Misner, Jill Parker and Virginia Jamruszka-Misner

**Members of the Public Present:** None

**Secretary's Report:** Adrienne motioned to accept the January 5, 2017 and January 18, 2017 Meeting Minutes as written and Ellis seconded the motion. The Board unanimously approved the minutes as written.

**Treasurer's Report:** The January Treasurer's Report was reviewed including the Monthly Transaction Report and the Budget Detail FY 2017. Ellis motioned to accept the January Treasurer's Report as written and Jill seconded the motion. The Board unanimously approved the Transaction Report as written.

The Board agreed to move \$50,000 into the reserve fund.

Please see included Treasurer's Reports in the Addendum at the end of these minutes.

**Chief's Report:**

**DVFD**  
**Chief's Report**  
**January 2017**

**Events:**

- No Events.

**Training:**

1/18	1900	Wolf Creek	Supplemental. Energy turn offs	2	Roy, Karen
1/21	0900	Dearborn	Snow Plow, ICS	4	Roy, Karen, Jordan, Heather, Amy, Cindy, Jerry
1/22	1030	Wolf Creek	Ice Rescue	5	Roy, Karen
1/23	1830	Cascade	Mercy Flight landing zone training	2	Roy, Karen, Jerry, Amy, Cindy, John

**Station County Fire Councils:**

- L&C – Nothing to report.
- Cascade – Nothing to report.

**Trucks, Buildings and Grounds:**

- Command 1601 – no problems
- Pumper 1611 – no problems
- Tender 1621 – no problems
- Brush 1631 – no problems
- Brush 1632 – no problems
- ATV – no problems
- Building A – no problems
- Building B – Heater is working, needed to be cleaned.
- Grounds – no problems

**Information Items:**

Sal's hours for the month: 7 hrs

**New items:**

**General Business:**

Review of Progress on Cistern – Roy  
No change since our last meeting due to the weather.

Review of Progress on New Garage – Ellis  
It is a good idea for us to dissolve our nonprofit status since we are not continuing to pursue the USDA grant/loan.

We are approved for a \$65,000 secured loan through First Security Bank in Fairfield.

We ran an ad in the Independent Record out of Helena for bids on the new garage and the project is listed on the Great Falls Building Exchange website out of Great Falls.

Adrienne moved to adjourn this Board of Trustees Meeting and Jill seconded the motion. The Board unanimously approved to adjourn at 11:01 p.m.

Respectfully Submitted February 9, 2017,



DFSA Secretary

**APPROVED**



Chair Dearborn Fire Service Area

Monthly Transaction Rpt.

Trans Date	I/R/O	Amount	Balance	Number	Trans Type	Description
01/03/17	D	3,450.00	\$ 49,077.58		Deposit	Cascade Co Fire Fee
01/03/17	I	(9,623.00)	\$ 42,904.58	1736	Check	All Concrete - Cistern Project
01/05/17	I	(1,000.00)	\$ 41,904.58	1737	Check	WaterNet - Cistern Project
01/06/17	I	(6,890.00)	\$ 35,014.58	1734	Check	HCL Trucking Equipment - snow plow
01/09/17	I	(100.00)	\$ 34,914.58	1733	Check	I&C Fire Council
01/17/17	D	26,575.00	\$ 61,489.58		Deposit	\$100 donation Hinebauch - \$26,475 Cascade Co Fire Tax
01/17/17	I	(59.98)	\$ 61,429.60		Auto Payment	Exeda Internet
01/17/17	I	(87.44)	\$ 61,342.16		Auto Payment	WF CC Roy - \$9.96 ATV repair \$22.50 ATV maint \$54.98 Ink for plnter
01/17/17	I	(218.00)	\$ 61,124.16		Auto Payment	WF CC Jerry - keypad parts
01/18/17	I	(205.32)	\$ 60,918.84		Auto Payment	NW Energy
01/20/17	I	(45.18)	\$ 60,873.66		Auto Payment	CenturyLink Phone
01/30/17	I	(774.00)	\$ 60,099.66	1741	Check	Breen Oil Propane
<b>Outstanding Invoices &amp; Deposits</b>						
ck # 1739 - \$30 Cascade Courier - meeting notification						
ck # 1742 - \$212.50 All Season Heating & Repair - furnace						
ck # 1738 - \$1,300 United Electric - Cistern Project						
I&C fire fee - \$8314.41						
ck # 1743 - \$195.00 Breen Oil - repair						
WF CC - Roy - \$743.00 new equipment for snow plow \$535.99 CarQuest antifreeze & oil transfer \$50,000 from checking to savings						
<b>Savings Account Balance</b>						
Begin Bal			\$ 9,622.97			
Interest			\$ 0.40			
			\$ 9,623.37			
<b>Total Checking &amp; Savings</b>			\$ 69,723.03			



DFSA Cistern Project - contractor WaterNet				bid amount	paid to-date	check	paid to	date	sub-total	
Cistern: 10,718 Gallons with additional 6 ft. depth for upright pump				\$ 13,824.93						
					\$ 6,000.00	#1730	AJay	17-Nov-16		X
					\$ 7,323.00	#1736	AJay	02-Jan-17		X
Food Grade Sealent Interior				\$ 2,300.00	\$ 2,300.00	#1736	AJay	02-Jan-17	\$ 15,623.00	X
Electrical work: motor starter & Wiring from panel 60 amp breaker for 5 HP m				\$ 1,300.00	\$ 1,300.00	#1738	United Elect	21-Jan-17	\$ 1,300.00	X
Plumbing: all sch 80 4" pressure pipe				\$ 3,700.00						
					\$ 48.12	#1729	Gibney	18-Nov-16		
					\$ 1,680.00	#1729	Gibney	21-Oct-16		
					\$ 2,070.00	#1731	Gibney	03-Dec-16	\$ 3,798.12	X
Pump Motor: 5HP 230 Bolt 1 PH Franklin				\$ 1,175.00						
					\$ 1,175.00	#1737	Waternet	05-Jan-17		X
Control Box Franklin 5 HP 1 PH				\$ 430.00						
					\$ 430.00	#1732	Waternet	03-Dec-17		X
Pump end: Robbco 5HHE-1				\$ 1,175.00						
					\$ 1,175.00	#1732	Waternet	03-Dec-17		X
Additional pump control not quoted in bid					\$ 450.00	#1732	Waternet	03-Dec-17	\$ 3,230.00	X
Excavation				\$ 2,200.00						
					\$ 1,000.00	#1737	Waternet	05-Jan-17	\$ 1,000.00	X
Total bid cost for Cistern Project				\$ 26,104.93					\$ 24,951.12	
Budget remaining				\$ 1,153.81						



DV/FD Budget Detail FY 17

Revenue Sources	Budget Amt	Jul	Aug	Sept	Oct	Nov	Dec	Jan	YTD Revenue Received
Bank Interest	\$ 25.00	\$ 3.29	\$ 3.29	\$ 3.19	\$ 2.08	\$ 0.40	\$ 0.41	\$ 0.40	\$ 13.06
Donations	\$ 100.00	\$ -	\$ -				\$ 500.00	\$ 100.00	\$ 613.06
Grant funds	\$ 100.00	\$ -	\$ -						\$ 600.00
County Revenues for Fiscal 2016	\$ 54,000.00	\$ 157.99	\$ 5,483.61					\$ 29,925.00	\$ 35,566.60
Monthly Totals		\$ 161.28	\$ 5,486.90	\$ 3.19	\$ 2.08	\$ 0.40	\$ 500.41	\$ 30,025.40	\$ 36,179.66
<b>Expenses</b>	<b>Budgeted</b>	<b>Jul exp</b>	<b>Aug exp</b>	<b>Sept exp</b>	<b>Oct exp</b>				<b>Remaining Expenses</b>
Insurance - Thomas Wood Agency - accident/sickness	\$ 2,359.00	\$ (2,359.00)							\$ -
Insurance - Thomas Wood Agency - Property/Casualty	\$ 3,151.00	\$ (3,208.00)							\$ (57.00)
Insurance - Montana State Fund - Workers Compensation	\$ 2,500.00		\$ (957.56)		\$ (346.27)		\$ 249.18		\$ 1,445.35
Exceed - Wild Blue Internet	\$ 720.00	\$ (59.98)	\$ (59.98)	\$ (59.98)	\$ (59.98)		\$ (59.98)	\$ (59.98)	\$ 300.14
Telephone - CenturyLink	\$ 650.00	\$ (44.65)	\$ (45.90)	\$ (45.27)	\$ (45.23)		\$ (45.23)	\$ (45.18)	\$ 335.31
Electric Power - NorthWestern	\$ 600.00	\$ (36.74)	\$ (34.39)	\$ (56.47)	\$ (42.40)		\$ (48.12)	\$ (74.63)	\$ 101.93
Vehicle fuel - Helena Fuel	\$ 3,500.00		\$ (1,357.80)						\$ 2,142.20
Propane - Breen Oil	\$ 3,500.00					\$ (46.00)			\$ 2,689.00
Buildings and Grounds - property maint & snow plow	\$ 8,500.00				\$ (1,032.43)				\$ 359.57
Vehicle Maintenance/Upgrades	\$ 10,000.00		\$ (1,665.32)			\$ (781.16)	\$ (407.93)	\$ (32.46)	\$ 7,113.13
New/Replacement Equipment	\$ 1,000.00		\$ (147.00)						\$ 853.00
Equipment - Lawn Mower	\$ 2,000.00								\$ 2,000.00
Equipment - wall mount fire extinguishers	\$ 600.00								\$ 600.00
Equipment - cell Phone Booster	\$ 300.00								\$ 300.00
Equipment - backup beepers	\$ 500.00								\$ 500.00
Western plumbing & construction project	\$ 25,000.00				\$ (1,680.00)		\$ (5,300.00)	\$ (10,623.00)	\$ 1,397.00
Training	\$ 1,000.00					\$ (237.40)			\$ 762.60
Uniforms - Fire Fighters	\$ 1,500.00								\$ 1,500.00
Communication Equipment - General	\$ 2,000.00	\$ (370.00)	\$ (8.00)						\$ 1,622.00
Community Programs - Fire Education for Property Owners	\$ 950.00					\$ (30.00)	\$ (30.00)		\$ 890.00
Office Supplies - paper, printer ink	\$ 300.00		\$ (18.89)		\$ (19.99)			\$ (34.98)	\$ 206.14
Miscellaneous - Bank Fee, L&C Fire Council	\$ 500.00			\$ (3.00)				\$ (100.00)	\$ 397.00
Station Food/Beverages	\$ 1,000.00			\$ (33.76)		\$ (68.82)			\$ 897.42
<b>TOTAL Budget FY2016-17</b>	<b>\$ 72,130.00</b>	<b>\$ (6,078.37)</b>	<b>\$ (4,294.84)</b>	<b>\$ (198.48)</b>	<b>\$ (3,226.30)</b>	<b>\$ (7,316.71)</b>	<b>\$ (5,668.59)</b>	<b>\$ (19,002.92)</b>	<b>\$ 26,343.79</b>
End of month Cash on Hand		\$ 73,412.49	\$ 74,604.55	\$ 74,409.26	\$ 71,185.04	\$ 63,868.73	\$ 58,700.55	\$ 69,723.03	