

**DFSA Board of Trustees Meeting Minutes  
June 8, 2017  
Dearborn Fire Service Area Station**

**Meeting Called To Order:** 10:05 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 April 6, 2017 Meeting Minutes as written and Jill seconded the motion. The Board unanimously approved the minutes as written. Adrienne motioned to accept the May 4, 2017 Meeting Minutes as written and Jill seconded the motion. The Board unanimously approved the minutes as written.

**Treasurer's Report:** The April and May Treasurer's Reports were reviewed including the Monthly Transaction Report and the Budget Detail FY 2017. Ellis motioned to accept the April and May Treasurer's Reports as written and Louise seconded the motion. The Board unanimously approved the Treasurer's Reports as written.

**Chief's Report:**  
**April 2017**

			March 2017
<b>Events</b>	<i>NO EVENTS</i>		
<b>Date</b>	<b>Type</b>	<b>FF</b>	<b>Total Hrs.</b>
None			
<b>Training</b>			
<b>Date</b>	<b>Description</b>	<b>FF</b>	<b>Total Hrs.</b>
March 18	AAR - UPDATES - SOGs REVIEWS	Dawn, John, Karen, Roy	16
March 22	MUTUAL AID TO DEARBORN - UTRA HIGH PRESSURE FIRE SUPPRESSION	John, Roy	4
<b>Auxiliary</b>			
<b>Date</b>	<b>Task</b>	<b>Member</b>	<b>Total Hrs.</b>
March 14	PARTS AND FLUIDS PICK UP IN GF	Sal	3

<b>March 16</b>	INSPECTION OF TENDER 1621 - AXIAL LEAK FOUND	Sal	4
<b>March 18</b>	AAR - UPDATES - SOGs REVIEWS	Sal, Cindy	8
<b>March 21</b>	REPAIR TENDER 1621 WORK LIGHT	Sal, Roy	2
<b>March 27</b>	TRANSPORT TENDER 1621 FOR REPAIRS/ FMS GREAT FALLS		3
<b>Administration</b>			
<b>Date</b>	<b>Description</b>	<b>Member</b>	<b>Total Hrs</b>
<b>March 9</b>	BOARD MEETING	Louise, Ginny, Adrienne, Ellis, Jill, Roy	15
<b>March 20</b>	CASCADE FIRE COUNCIL	John, Roy	6
<b>March 27</b>	TRANSPORT TENDER 1621 FOR REPAIRS/ FMS GREAT FALLS	Roy	3
<b>March 28</b>	REMOVE PLOW FROM BRUSH 1632	John, Roy, Karen	9
<b>ISSUES</b>			
<b>Date</b>	<b>Description</b>		
<b>March 27</b>	TENDER 1621 FOR REPAIR OF FRONT AXIAL SEAL		
<b>New Address</b>			
<b>Cascade</b>	NONE		
<b>Lewis &amp; Clark</b>	NONE		

<b>Chief's Report</b>	<b>May 2017</b>		
<b>EVENTS</b>	<b>DESCRIPTION</b>	<b>FF</b>	<b>HOURS</b>
May 6	Control Burn – no permit activated	John, Dawn	4
May 17	Vehicle Accident	John	1
May 21	River Rescue	Roy	6
<b>TRAINING</b>			
May 17	WC/C After Action Review – Vehicle Operation		
<b>AUXILARY</b>			
May 18	Command 1601 – battery check and lights	Sal	2
May 19	G.F. parts – 3 batteries for Command 1601	Sal	6
May 20	Command 1601 – install batteries and light bulbs	Sal	3
<b>AMINISTRATION</b>			

May 20	Dearborn Land Owners Meeting	Adrienne, Ellis, Roy	10.5
<b>ISSUES</b>			
	None		
<b>NEW ADDRESSES</b>			
Cascade	None		
Lewis & Clark	3775 Rocky Road - Eric & Brandt Breandt - Loma, MT		

**General Business:**

Final Approval for Budget FY 2017-2018

Ellis moved, Louise seconded that we approve the budget with the amended changes.

Two Trustees positions up for reappointment

Ellis Misner and Virginia Jamruszka-Misner were reappointed to the Dearborn Fire Service Area Board of Trustees until May 31, 2020.

Garage Project Update – Ellis and Roy

The biggest hold up right now is getting our North Western Energy installation completed. Apparently NWE is back logged with scheduled projects.

DFSA Fuel Source: Rocky Mountain Supply bought Helena Fuel and it is a COOP. Breen is another option. The board decided to have Breen be our main fuel supplier and the COOP to be a back up source.

Adrienne and Roy: Presentation to be made on June 10<sup>th</sup> to the public discussing a possible fee increase.

Our next Board of Trustees meeting will be July 13<sup>th</sup>.

At 10:30 at our August 3, 2017 Board of Trustees Meeting, Chris Hindoien will review our Accident and Sickness and Property and Casualty Coverage. Our policy is due to be renewed in July.

Motion to adjourn this Board of Trustees: Jill moved to adjourn this Board of Trustees Meeting Louise seconded the motion. The Board unanimously approved to adiourn at 12:40 p.m.

Respectfully Submitted June 8, 2017,



DFSA Secretary

**APPROVED**



DFSA Chair







Monthly Transaction Rpt.

Trans Date	I/R/O	Amount	Balance	Number	Trans Type	Description
04/06/17	D	1,187.33	\$ 26,859.16		Deposit	Cascade Co. fire fee revenue - 1,187.33 & donation \$
04/10/17	I	(1,200.00)	\$ 28,046.49	1754	Check	WaterNet final invoice for cistern
04/11/17	D	946.74	\$ 26,846.49		Deposit	Cascade Co. fire fee revenue
04/11/17	I	(375.00)	\$ 27,793.23	1753	Check	Reimburse Ellis for Treasure State grass seed
04/13/17	R	(46.75)	\$ 27,418.23		Auto Payment	WF Visa - Roy - CarQuest 18.77 & 27.98 vehicle parts
04/13/17	R	(102.00)	\$ 27,371.48		Auto Payment	WF Visa - Jerry 911 software text
04/17/17	I	(59.98)	\$ 27,269.48		Auto Payment	Exede Internet
04/18/17	I	(33.92)	\$ 27,209.50		Auto Payment	NorthWest Energy
04/19/17	I	(976.00)	\$ 26,199.58	1757	Check	Plumbing roughout new garage
04/19/17	I	(1,774.78)	\$ 24,424.80	1755	Check	Fleet Maintenance - axle replacement - tender?
04/20/17	I	(45.23)	\$ 24,379.57		Auto Payment	CenturyLink Phone
04/20/17	R	(277.57)	\$ 24,102.00	1752	Check	Reimburse Roy for snow plow repair
04/21/17	I	(40.00)	\$ 24,062.00	1756	Check	Cascade Courier - agenda ad
04/25/17	D	25,000.00	\$ 49,062.00		Deposit	Draw from Line of Credit for garage
<b>Outstanding Invoices &amp; Deposits</b>						
<b>Savings Account Balance</b>						
Begin Bal			\$ 49,626.20			
Interest			\$ 2.46			
			\$ 49,628.66			
<b>Total Checking &amp; Savings</b>			\$ 98,690.66			





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	A Jay	17-Nov-16	x
		\$ 7,323.00	#1736	A Jay	02-Jan-17	x
Food Grade Sealent Interior	\$ 2,300.00	\$ 2,300.00	#1736	A Jay	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
				Waternet	06-Apr-17	\$ 1,200.00 x
Total bid cost for Cistern Project	\$ 26,104.93					\$ 26,151.12
Budget remaining	-\$ 46.19					



