

DFSA Board of Trustees Meeting Minutes
August 9, 2018
Dearborn Fire Service Area Station
10:00 a.m.

Meeting Called To Order: 10:06 a.m.

Attendance: Ellis Misner, Adrienne Kernaghan, Dixie Allen, Ron Turigliatti, John Kernaghan and Virginia Jamruszka-Misner

Members of the Public Present: none

Secretary's Report: Adrienne motioned to accept the June 2018 Board Meeting Minutes as written and Ron seconded the motion. The Board unanimously approved the minutes as written.

Treasurer's Report: The July Treasurer's Report was reviewed including the Monthly Transaction Report and the DFSA Budget Detail FY 2018.

Virginia moved to accept the Treasurer's report as written and Dixie seconded the motion. The Board unanimously approved the Treasurer's Report.

See the Treasurer's documents in the Addendum section at the end of these minutes.

Chief's Report

July, 2018

Events – Total Hours 50 Dearborn, 104 non-Dearborn

7/12/18 Paged out to land Mercy Flight. Patient refused air Ambulance. Condition of patient allowed Ground Ambulance to Benefis East. Ron and Roy responded. Total hours 2.

7/24/18 Paged out to land Mercy Flight. Patient transported to Benefis East. John responded. Total Hours 2.

7/28/18 Paged out to Wildfire. Smoke Reported in the vicinity of Cinnamon Bear and Missouri Bluff (Stickney Creek area). Found fire between Floyd and Charbonneau on a ridge. Dearborn responded with 4 ffs , 1601 and 1631. Fire was initially sized at two acres by Roy. Requested mutual aid from DNRC and Wolf Creek. Wolf Creek sent two Wildland engines, a tender and 6 ffs. DNRC sent one Wildland engine with a crew of 4 and one Helicopter. Second Wildland Engine requested by DNRC. The Forest Service responded with a Wildland engine and crew of 3. Total crew on the fire was 17 not including Heletack Crew. Fire was determine to be a state fire so DNRC assumed command of Wildland Fire, Dearborn retained structure protection command. Three structures located within about one half mile of the fire. Fire burned a little over 6 acres. DNRC did not stay overnight at scene. Requested a volunteer to stay on scene. Since it was their fire and their responsibility, I offered to stay with them, but the didn't stay so we departed at 8:44pm. Cause of the fire was unknown although we initially suspected lightning we could find no evidence of a lightning strike. Fire was largely a grass fire, but was beginning

to work its way up the trunks of trees. Total Dearborn Hours 37. Total non-Dearborn hours 104.
 7/31/18 Provided mutual aid to Wolf Creek and Craig for Wildland protection. Metal horse barn fire found at 1580 Hwy 434. Ron responded in 1601. Roy responded in 1631 with Karen. Total hours 9.

Training Total Hours 64

Roy Stock	0
Karen Stock	0
Barbara Philips	9
Cyros Strickland	3
William Weidler	2
Richard Frye	5
Sharon Frye	5
Paul Bechyne	2
Amanda Carroll	2
John Kernaghan	9
JJ Willis	5
Lu Strickland	9
Doug Andrews	0
Shila Andrews	0
Jerry Dobbins	4
Ron Turigliatto	9

Chief's Hours 119

Administrative Hours	101
Vehicle Maintenance	2
Training	9
Fire Councils	7

Auxiliary Total Hours 34

Sal Salvatore	9
Kevin Leslie	10
Jennie Leslie	10
Denise Fabiano	5
Diane Robinson	0

Miscellaneous:

- Installed new Cistern Hose
- Float problem with Cistern. Waiting for water level in Cistern to drop sufficiently to fix. Cistern is not presently being refilled as it empties.
- Fixed broken Skid on 1601
- John cut grass at station
- Lu Strickland converted to ff
- Some structure gear still needed for each FF. Waiting for funding
- Open house at the station

- We will need to replace some of the truck racks to support smaller SCBA bottles.
Waiting for funding
- Two new L&C pagers distributed to ffs.
- Borrowed two pagers from WC and distributed to mountain FFs
- Rocky waiting for shelter for Wildland engine at Stickney
- Hats and shirts picked up and distributed
- Worked on indexing for map. Met with Tom Mital to discuss changes. Two or three week delivery of changes expected.
- Received and distributed new batteries for Motorola radios
- Acquisition of used Air Force radios still in progress
- Second training with Great Falls Fire Training held.
- New washer installed by Ellis and vendor.
- Filed Quarterly report with Montana State Fund
- Working on report for ff retirement. Due September 1.
- Fire Council has not paid for Active 911 yet. Treasurer position is currently vacant.
- Drove Stickney area with Roy to become familiar with the roads in that part of our service area and update our maps. The roads in Stickney are significantly better than those in the Dearborn mountainous areas.
- Talked to Les Payne and new Radio Technician for the county re radios from the Air force. Got the name of the person at the Air Force we need to contact.
- Chief's Report
- DNRC inspected our Wildland engine and found no issues they needed to fix.
- Broken 5000 radio replaced by Motorola for \$470. Radio purchase price is \$6,000.

General Business:

Grant Writing and Grant Opportunities:

Staffing for Adequate Fire and Emergency Response (SAFER) Grant - Ginny

We completed and submitted our application for the FEMA SAFER Hiring Activity Grant during the 3rd week of April. We are still waiting to hear if DFSA was successful or not. I called Ted Young (FEMA) and he said that determinations will likely be made in August or September.

New AFG Grant Opening -

Ted Young (FEMA) said that the next FEMA Grant opening date has not been set yet. He believes it will open in August or September.

Status of Building 3 Progress - Ellis

Progress on Building 3 is on hold until DFSA has some funding.

Bare Land/Structure Fire Fee - Adrienne

The Dearborn Fire Service Area(DFSA) has verified that there are 49 properties in Lewis and Clark County served by DFSA that have structures but are not assessed any sort of fire fee. This assessment was determined by compiling a database of every parcel in our service area; zooming in on every parcel in the Montana Cadastral Map to determine if that parcel had a structure; and then checking the Lewis and Clark County assessor's online database to see if the properties with structures were assessed a fire fee. It is important to note that the Cadastral Map data sometimes does not list a "Dwelling" even when a visual look at the property identifies structures. Additionally, some of the parcels with structures do not have addresses.

Adrienne sent a letter to Karie Frydenlund and to Matt outlining these findings.

Karie Frydenlund replied that "Habitable Structures" are the key words in the resolution. Adrienne pointed out that DFSA is responsible to respond to all structure fires, habitable or not. Karie replied that "if the intentions are for this resolution to charge for all structures, it should be called out on all structures and a revised resolution needs to be created."

Adrienne reported that many of our residents are resentful that there are people not paying their fair share of the cost of maintaining a fire service area. The DFSA Board of Trustees discussed this issue and decided to pursue obtained a resolution that states that fire fees will be collected for all structures. Adrienne will discuss it with the Lewis & Clark and Cascade Commissioners. It may be that, with all DFSA residents paying their fair share that a decrease in assessed fire fees might be possible.

Adrienne will start the same structure identification process within the Cascade County portion of the DFSA.

Motorola Radios and Air Force Radios – John

Currently we don't have enough radios for all firefighters. For now, married firefighter pairs will share a radio. We are still waiting to hear if we might get free radios next year from the Air Force.

Wildland Truck Search – John

The DFSA is looking for an additional fire truck. John has been monitoring the availability of fire trucks for sale from the DNRC and from the Forest Service. The DNRC may have a suitable truck coming available in the near future and he may need to act on purchasing it fairly quickly. The same would be true if the truck of choice was from the Forest Service.

Criteria for eligibility for Fire Fighter Stipend and Construct Policy Statement –

The Board discussed the latest draft revision of the Policy. Some revisions were suggested and the next draft will be reviewed at the September Board Meeting.

Old Business:

Denise is waiting to hear from Benefis regarding the possibility of pro-bono physicals for any firefighters that may want to have one. If she is able to get some kind of determination from them, it will be discussed at the September Board Meeting.

The Board agreed that the Open House that DFSA held in July was a resounding success and was attended by about 90 people. The Board expressed much thanks for the superior organization of the event and all of the hard work that Denise Fabiano and Jennie Leslie put into making it happen. The Board extended its sincere thanks to all of our volunteers and to the local businesses that donated food and other materials.

Public Comment:

None.

Motion to Adjourn:

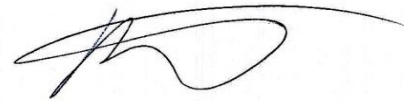
Adrienne motioned to adjourn the Board Meeting and Ron seconded the motion. The Board unanimously approved the motion. The Meeting adjourned at 11:25 p.m.

Respectfully Submitted August 10, 2018



DFSA Secretary

APPROVED



DFSA Chair

DVFD Budget Detail FY 18

Revenue Sources	Budget Amt	Jul	YTD Revenue Received
Credits carried over from last FY	\$ ----	\$ 55.00	\$ 55.00
Bank Interest	\$ 25.00	\$ 0.26	\$ 0.26
Donations	\$ 100.00	\$ 700.00	\$ 700.00
Grant funds	\$ 500.00	\$ 46.27	\$ 46.27
County Revenues for Fiscal 2017----18	\$ 115,000.00	\$ 289.49	\$ 289.49
Monthly Totals	\$ 115,625.00	\$ 1,091.02	\$ 1,091.02
Expenses	Budgeted	Jul exp	YTD Budget Expenses
Insurance --- Thomas Wood Agency --- accident/sickness	\$ 2,500.00	---\$ 2,331.00	\$ 169.00
Insurance ----Thomas Wood Agency --- Property/Casualty	\$ 5,000.00	---\$ 4,914.00	\$ 86.00
Insurance --- Montana State Fund --- Workers Compensation	\$ 3,000.00	---\$ 79.28	\$ 2,920.72
Telephone --- CenturyLink	\$ 1,500.00	---\$ 122.14	\$ 1,377.86
Electric Power --- NorthWestern	\$ 1,000.00	---\$ 47.97	\$ 952.03
Vehicle fuel	\$ 5,000.00		\$ 5,000.00
Propane --- Breen Oil	\$ 3,500.00		\$ 3,500.00
Buildings and Grounds --- property maintenance	\$ 11,500.00	---\$ 608.00	\$ 10,892.00
Vehicle Maintenance/Upgrades	\$ 10,000.00	---\$ 86.40	\$ 9,913.60
Fire fighting equipment	\$ 10,000.00		\$ 10,000.00
Recruitment & Retention	\$ 4,000.00	---\$ 337.98	\$ 3,662.02
Uniforms --- Fire Fighters	\$ 5,000.00	---\$ 3,012.28	\$ 1,987.72
Training	\$ 3,000.00		\$ 3,000.00
Communication Equipment ---General	\$ 6,000.00	---\$ 1,020.80	\$ 4,979.20
Community Programs --- Fire Education for Property Owners	\$ 2,000.00	---\$ 336.25	\$ 1,663.75
Office Supplies --- paper, printer ink	\$ 400.00		\$ 400.00
Miscellaneous --- Bank Fee, L&C Fire Council	\$ 600.00	---\$ 260.00	\$ 340.00
Station Food/Beverages	\$ 1,000.00		\$ 1,000.00
Wildland Trucks	\$ 32,000.00		\$ 32,000.00
Reserve	\$ 30,000.00		\$ 30,000.00
TOTAL Budget FY2016----17	\$ 137,000.00	---\$ 13,156.10	\$ 123,843.90
Reserve fund			
End of month Cash on Hand	\$ 21,472.78	9,407.70	

Monthly Transaction Rpt.

Trans Date	I/R/O	Amount	Balance	Number	Trans Type	Description
			\$ 11,826.86			
07/02/18	D	101.27	\$ 11,928.13		Deposit	\$55 reimburse to DFSA Kernaghan -- \$46.27 reimbursement Active 911
07/05/18	I	(2,331.00)	\$ 9,597.13	2069	Check	VFIS Accident & Sickness insurance
07/05/18	I	(86.40)	\$ 9,510.73	2103	Check	Valley Truck -- repair command
07/05/18	I	(300.00)	\$ 9,210.73	2100	Check	stipend -- Sal Salvatore
07/06/18	I	(504.00)	\$ 8,706.73	2101	Check	Cascade County Communications -- 6 pager batteries
07/09/18	I	(1,173.00)	\$ 7,533.73	2104	Check	Bunkhouse Branding -- hats & shirts for DFSA volunteers
07/11/18	T	5,000.00	\$ 12,533.73		Transfer	Transfer from savings to checking
07/13/18	I	(79.28)	\$ 12,454.45	2105	Check	Montana State Fund
07/16/18	D	389.49	\$ 12,843.94		Deposit	\$289.49 Fire Fee Cascade Co. \$100 donation Susie Halcro
07/16/18	I	(4,914.00)	\$ 7,929.94	2106	Check	VFIS Portfolio Insurance
07/16/18	I	(250.00)	\$ 7,679.94	2102	Check	Montana Trustees Association
07/18/18	I	(47.97)	\$ 7,631.97		Auto Payment	NW Energy -- power
07/18/18	I	(122.14)	\$ 7,509.83		Auto Payment	CenturyLink -- internet & phone
07/20/18	I	(46.80)	\$ 7,463.03		Auto Payment	WF Visa -- Dobbins \$46.80 Active E911
07/20/18	I	(2,213.51)	\$ 5,249.52		Auto Payment	WF Visa -- Kernaghan -- Natl FF \$378.95 uniforms -- MT Waste \$134.75 porta potty -- Natl FF \$1,683.53 uniforms -- Mt Waste \$201 overcharge (reimbursed) -- \$37.98 Vista Print vol tri--fold flyers -- \$89.95 credit from Amazon (helmet order not received)
07/30/18	I	(608.00)	\$ 4,641.52	2026	Check	MT Laundry -- washing machine installation
07/31/18	D	600.00	\$ 5,241.52		Deposit	\$500 donation Linda & Bill Hinebauch -- \$100 donation Heinebauch (in memory of Richard Messman)
07/31/18	I	(470.00)	\$ 4,771.52	2107	Check	Capital Communications -- radio repair
Outstanding Invoices & Deposits						
WF Visa -- Kernaghan -- \$348.43						
WF Visa -- Stock -- fraud transaction \$996.29 -- card cancelled -- new 1 issued						
Breen Oil -- propane -- \$502.89						
United Electric \$1,460.06 -- electrical setup for washing machine						
Montana State Fund \$452.02						
Transfer from savings to checking \$2,000						
Savings Account Balance						
Begin Bal			\$ 9,645.92			
transfer to checking			(\$ 5,000.00)			
Interest			\$ 0.26			
Monthly service fee			(\$ 10.00)			
Total Savings			\$ 4,636.18			
Total Cash on hand			\$ 9,407.70			