

**DFSA Board of Trustees Meeting Minutes**  
**March, 2019**  
**Dearborn Fire Service Area Station**  
**10:00 a.m.**

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

**Attendance:** Ellis Misner, Adrienne Kernaghan, Dixie Allen, Ron Turigliatto and Virginia Jamruszka-Misner

**Members of the Public Present:** None

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

**Treasurer's Report:** The February Treasurer's Reports were reviewed including the Monthly Transaction Reports and the DFSA Budget Details FY 2018. Ron motioned to accept the February Treasurer's Report and Dixie seconded the motion. The Board unanimously approved the motion.

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

**Chief's Report:**

**February 2019**

**Events – Total Hours 17**

- 2/6/2019 Paged out to I15 mm 237 Northbound to provide scene protection for a single vehicle accident. John responded. Released by HP when we reached the scene. Total hours 1.
- 2/16/2019 Paged to I15 mm 237.5 Northbound for vehicle rollover off the highway. Vehicle was upside down when we arrived on scene. Single vehicle, single occupant, no injuries. John responded. Total Hours 2.
- 2/17/2019 Paged out to I15 mm 213 Southbound for a vehicle rollover. We were released before arriving on scene by Wolf Creek. No injuries. John responded. Total Hours 2.
- 2/18/2019 Paged out to I15 mm 241 Southbound for vehicle that hit the guardrail. John responded. Patient complained of headache and neck injuries. Patient taken to Benefis in ambulance. Total Hours 2.
- 2/22/2019 Paged out to I15 mm 242 for Northbound vehicle rollover. Roy, Doug and Roy responded. No injuries. Driver hit median concrete, careened off road and rolled over. Total hours 9.
- 2/23/2019 Paged out to I15 mm 241 for northbound scene protection. Vehicle travelling southbound got into the median and rolled over into the northbound lanes. No injuries. Roy and John responded. Total hours 4.

**Training Total Hours 28**

Roy Stock	0
Karen Stock	0
Barbara Philips	0
Burton Philips	0
Cyros Strickland	0
William Weidler	0
Richard Frye	0
Sharon Frye	0
Paul Bechyne	0
Amanda Carroll	0
John Kernaghan	0
Lu Strickland	0
Doug Andrews	0
Shila Andrews	0
Jerry Dobbins	0

**Safety and Training Officer Total Hours 20**

Ron Turigliatto 20

**Chief's Total Hours 94**

Administrative Hours	89
Vehicle Maintenance	0
Training	0
Fire Councils	5

**Auxiliary Total Hours 37**

Sal Salvatore	37
Kevin Leslie	0
Jennie Leslie	0
Denise Fabiano	0
Diane Robinson	0

**Miscellaneous:**

- The problem with the float was not addressed in February. While the cistern now appears to be holding water, the float is still not working. We will wait until spring thaw to address this.
- Some structure gear still needed for each FF. Waiting for grant notification.
- We will need to replace some of the truck racks to support smaller SCBA bottles.
- Chief's Report for January
- Board Meeting
- Worked with Ron on SOGs and SOPs.
- We still have some items to purchase for 1633. DNRC has given us some tools and gated Wyes for 1633 at no charge.
- Worked with a vendor on online fire training to determine value for Dearborn ffs. Training looks promising. This can be used by our ffs for \$45 per year per ff and a one-time \$200 setup charge.
- Light and siren received by the county. We need to schedule installation with them.
- Replaced batteries in new radios. Sixth radio is available at the county. Will pick up in March.

- Sought out vendor to provide snow removal services for mountain roads and provided to road association. They declined to pay the \$2000 fee. Bill Weidler was removing snow with his equipment, but the going is slow. Most mountain roads still border on impassable.
- Spoke with the board regarding removing snow with our plow and received approval. We learned that the snow depth was incompatible with our equipment. Furthermore, the roads are too rough for us to plow. We plowed approximately 5 miles of Dearborn River Rd and surrendered to mother nature and badly maintained roads. Purchased chains for 1601 so we could get it off the mountain.
- Our equipment is not capable of responding to a fire in a timely fashion to mountain fires with the amount of snow currently on the roads. We are going to need to think about how we address this in the near future. Mountain people are paying a fire fee for help that we will not be able to provide in a timely manner in current circumstances.
- Worked with Cascade and Lewis and Clark DES, Red Cross and Salvation Army to get help for mountain people that wanted to get off the mountain.
- Waiting for Auto reporting agreements from West Valley and Louis and Clark County Fire.
- Plowed snow at station.

### **General Business:**

#### **Grant Writing and Grant Opportunities:**

##### **AFG Grant FY 2018 – Ginny**

The AFG Grant FY 2018 opened on September 24<sup>th</sup>. We submitted the completed application on October 17, 2018 for a Micro Grant. Our application asked for funding for PPE for our new Firefighters and the replacement of expired PPE for our Firefighters. The Total Budget for the grant is \$18,590. If we get the grant, the DFSA cost share will be \$885.

As of today, March 7, 2019, there was still no determination of award status.

##### **FM Global – Ginny**

We previously discussed trying to get Firefighter training and EMR/EMT training through this grant. Equipment or training for fire suppression will not be considered under this grant.

FM Global emphasizes fire prevention education, smoke detectors – anything that will have a significant impact on preventing fire loss. EMT/EMR training isn't included under "preventing fire loss."

Examples of grants that were funded in the past include:

Portable battery operated LED scene lights, smoke detectors for the public, prevention educational materials, laptops, digital cameras, a hydrocarbon detector, fire investigation tools and equipment, Sirchie combustible gas detector 220V's, etc.

##### **Town Pump Firefighter Grant – Ginny**

The most recent Firefighter Grant application that I could find was FY 2017. I called Karen Kelly, Grant Manager, and she said that they have not funded this grant for a couple of years.

She did encourage us to apply for the **Town Pump Charitable Foundation Grant** and said that AEDs would be appropriate under this grant.

**Town Pump Charitable Foundation - Ginny**

This grant must be used for charitable purposes that are primarily for the benefit of Montana Citizens. The deadline for the grant is March 31<sup>st</sup>. As discussed earlier, our priority for this grant application is for AEDs for each DFSA Vehicle and one for the Station.

**DFSA Fire Suppression Strategy**

John checked with Barbara on this. There may be limits placed by the Landowners Association on breaking properties down to a small part for DFSA to build a remote garage to house a wildland truck. John will contact the Association to get further information.

**Building 3 – Ellis**

Ellis is gathering plumbing parts, sink and a sink base. There is an issue regarding the shower drain location that does not allow us to install a prefab shower floor. Ellis said it would be least expensive to tile the floor of the shower. It was decided that the entire shower will be tiled.

**Andy Creek Mitigation Status – John**

We are still looking into funding for Andy Creek mitigation. Unfortunately, John Stevens quit (Department of Emergency Services) so we can't move forward on this project. This item will be tabled until we get a DES coordinator.

**Bare Land/Structure Fire Fee – Adrienne**

Adrienne discussed the result of her meetings with representatives from the Lewis & Clark Planning and GIS groups and her email with Cascade Commissioner Jane Weber. Adrienne reviewed the results of her Data Analysis and concluded that we shouldn't pursue any changes right now. In the future, however, we might consider revising the tier levels of the fire fees.

**New Truck (1633) – John**

Ron will take this truck in tomorrow to have the final work done.

**New Truck Paint Job – Ellis**

Ellis is waiting for warmer weather so he can back the truck out of the garage to get the photos Steve Woderich needs. Ellis will email them to Steve so he can give us an estimate for the cost of materials. If the estimate reflects a substantial savings as compared to the estimate that Ron got from a body shop, we suggest that we go with City College.

**Old Business:**

Denise is continuing her efforts to find pro-bono physicals for firefighters that may want them. She will have new information for the Board at the next Board Meeting.

**Public Comment:** None

**Motion to Adjourn:**

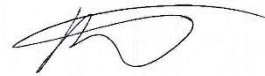
Ron motioned to adjourn the Board Meeting and Adrienne seconded the motion. The Board unanimously approved the motion. The Meeting adjourned at 11:05 p.m.

Respectfully Submitted March 7, 2019



DFSA Secretary

APPROVED



DFSA Chair

**ADDENDUM**

Monthly  
Transaction Rpt.

Trans Date	I/R/O	Amount	Balance	Number	Trans Type	Description
			\$ 13,679.99			
02/11/19	I	(55.00)	\$ 13,624.99	2124	Check	MT State Volunteer FF Assoc.
02/12/19	D	18,241.92	\$ 31,866.91		Deposit	\$17,269.47 Cascade Co \$972.45 Refund Visa fraud transaction on Roy's card
02/19/19	I	(58.71)	\$ 31,808.20		Auto payment	NW Energy -- power
02/20/19	I	(120.25)	\$ 31,687.95		Auto payment	Centurlink -- phone & internet
<b>Outstanding Invoices &amp; Deposits</b>						
<i>Feb &amp; March Visa -- \$3,520</i>						
Central Lock \$24 keys made						
Home Depot -- \$104.68 outfit 1633						
O--Reilly Auto \$149.99 battery charger						
Lowes -- \$19.98 Jumper cable for 1633						
Mountain Stihl \$885 chain saw for 1633						
Amazon --\$59.94 Rescue equipment						
Shotgun Annie -- \$65 food for training class						
Tool Source Direct \$260.69 Chimney Fire Suppressant x15						
Frontline \$285.80 batteries for mowers						
Carquest 316.56 batteries 1611						
CVS - 34.98 2 medical kits						
Mountain Stihl \$36 6 bar wrenches						
Capital Communications \$810 6 radio batteries						
Axman \$152 1in lexan nozzle & clamp						
Whalen Tire \$84.95 align command 1601						
Dana Safety \$2592.73 ck 2126						
Jerry Noble \$360 mountain chains for 1601						
<b>Savings Account Balance</b>						
Begin Bal			\$ 21,577.45			
Interest			\$ 0.83			
<b>Total Savings</b>			<b>\$ 21,578.28</b>			
<b>Total Cash on hand</b>			<b>\$ 53,266.23</b>			

DFSA FY18-19 Budget  
Detail

Revenue Sources	Budget Amt	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Revenue Received
Credits carried over from last FY	\$ --	\$ 55.00								\$ 55.00
Bank Interest	\$ 25.00	\$ 0.26	\$ 0.13	\$ 0.08	\$ 0.07	\$ 0.06	\$ 0.07	\$ 0.86	\$ 0.83	\$ 2.36
Donations	\$ 100.00	\$ 700.00			\$ 150.00					\$ 850.00
Grant funds	\$ 500.00	\$ 46.27								\$ 46.27
County Revenues for Fiscal 2017---18	\$ 115,000.00	\$ 289.49	\$ 575.93	\$ 3,662.07	\$ 1,186.09	\$ 577.50	\$ 39,252.50	\$ 10,947.64	\$ 17,269.47	\$ 73,760.69
Monthly Totals	\$ 115,625.00	\$ 1,091.02	\$ 576.06	\$ 3,662.15	\$ 1,336.16	\$ 577.56	\$ 39,252.57	\$ 10,948.50	\$ 17,270.30	\$ 74,714.32
<b>Expenses</b>	<b>Budgeted</b>	<b>Jul exp</b>	<b>Aug exp</b>	<b>Sep exp</b>	<b>Oct exp</b>	<b>Nov exp</b>	<b>Dec exp</b>	<b>Jan exp</b>	<b>Feb exp</b>	<b>YTD Budget Expenses</b>
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				--\$ 159.00				--\$ 73.00
Insurance --- Montana State Fund --- Workers Compensation	\$ 3,000.00	--\$ 79.28	--\$ 452.02	--\$ 325.27				--\$ 366.23		\$ 1,777.20
Telephone --- CenturyLink	\$ 1,500.00	--\$ 122.14	--\$ 120.07	--\$ 119.48	--\$ 119.78	--\$ 119.99	--\$ 120.27	--\$ 120.26	--\$ 120.25	\$ 537.76
Electric Power --- NorthWestern	\$ 1,000.00	--\$ 47.97	--\$ 52.64	--\$ 44.22	--\$ 53.30	--\$ 56.53	--\$ 54.84	--\$ 49.35	--\$ 58.71	\$ 582.44
Vehicle fuel	\$ 5,000.00		--\$ 1,353.00		\$ 30.27	--\$ 2,254.66				\$ 1,422.61
Propane --- Breen Oil	\$ 3,500.00		--\$ 502.89					--\$ 924.00		\$ 2,073.11
Buildings and Grounds --- property maintenance	\$ 15,000.00	--\$ 608.00	--\$ 1,504.42					--\$ 692.48		\$ 12,195.10
Vehicle Maintenance/Upgrades	\$ 10,000.00	--\$ 86.40	--\$ 181.07	--\$ 351.72	--\$ 234.06	--\$ 43.99	--\$ 36.63	--\$ 1,984.73		\$ 7,081.40
Fire fighting equipment	\$ 10,000.00		--\$ 53.00				--\$ 344.98			\$ 9,602.02
Recruitment & Retention	\$ 4,000.00	--\$ 337.98			--\$ 300.00		--\$ 1,750.00	--\$ 1,966.67		--\$ 354.65
Uniforms --- Fire Fighters	\$ 5,000.00	--\$ 3,012.28	--\$ 70.00				--\$ 161.00			\$ 1,756.72
Training	\$ 3,000.00			--\$ 365.00	\$ 25.00	--\$ 297.81		--\$ 141.00		\$ 2,221.19
Communication Equipment --- General	\$ 6,000.00	--\$ 1,020.80		--\$ 548.61	\$ 52.17					\$ 4,482.76
Community Programs --- Fire Education for Property Owners	\$ 2,000.00	--\$ 336.25				--\$ 90.00		--\$ 90.00		\$ 1,483.75
Office Supplies --- paper, printer ink	\$ 400.00			--\$ 56.96	--\$ 32.98	--\$ 34.19				\$ 275.87
Miscellaneous --- Bank Fee, L&C Fire Council	\$ 600.00	--\$ 260.00	--\$ 24.00	--\$ 24.00	--\$ 24.00	--\$ 24.00	--\$ 30.00	--\$ 110.00	--\$ 55.00	\$ 49.00
Station Food/Beverages	\$ 1,000.00		--\$ 66.95	--\$ 338.00	--\$ 134.00	--\$ 234.75	--\$ 235.70			--\$ 9.40
Wildland Trucks	\$ 35,000.00							--\$ 9,669.91		\$ 25,330.09
Fraud transaction	\$ --		--\$ 996.29						\$ 972.45	--\$ 23.84

Reserve	\$ 27,000.00										\$ 27,000.00
<b>TOTAL Budget FY2016---17</b>	<b>\$ 140,500.00</b>	--\$ 13,156.10	--\$ 5,376.35	--\$ 2,173.26	--\$ 790.68	--\$ 3,314.92	--\$ 2,733.42	--\$ 16,114.63	\$ 738.49	\$ 96,840.64	
Reserve fund											
<b>End of month Cash on Hand</b>	<b>\$ 21,472.78</b>	<b>9,407.70</b>	<b>4,607.41</b>	<b>6,096.30</b>	<b>6,641.78</b>	<b>3,904.42</b>	<b>40,423.57</b>	<b>35,257.44</b>	<b>53,266.23</b>		