

**DFSA Board of Trustees Meeting Minutes**  
**July 11, 2019**  
**Dearborn Fire Service Area Station**  
**10:00 a.m.**

**Meeting Called to Order:** 10:02

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

**Members of the Public Present:** Lou Strickland and Donnie Wheeler

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

**Treasurer's Report:** The June Treasurer's Reports were reviewed including the Monthly Transaction Reports and the DFSA Budget Details FY 2018. Ginny motioned to accept the June 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:**

**June 2019**

**Events – Total Hours 61**

- 06/08/2019 Paged to Dearborn Station to land Mercy Flight. John responded. Total hours 1.
- 06/09/2019 Paged to Mailboxes at the end of Dearborn River Rd. Patient subsequently moved to Dearborn Station. Mercy Flight took patient to Benefis. John responded. Total hours 4.
- 06/15/2019 Paged to 3830 Craig Frontage Rd. Fire alarms went off. Met caretaker and found no smoke. Alarm malfunction. Ron, Linda, Jordan and John responded. Total hours 4.
- 06/17/2019 Paged to 46 Upper Camp Ln for vehicle rollover. Two DOA found on arrival. Ron, Dick, Sharon, Matt, Barbara, Burt, Bill J, Ned, Brian and John responded. John at station. Total hours 30.
- 06/18/2019 Paged to fire near Cooper Dr and Big Pine Ln. Owner burning slash pile. No permit. Put fire out. Ron, Bill J, Ned, Linda, Jordan, Matt Clark and John responded. Total hours 14.
- 06/27/2019 Paged out to land Mercy Flight at 42 River Rd. Ron and John responded. Patient taken to Benefis via ambulance. Total hours 4.
- 06/27/2019 Single vehicle accident. Vehicle spun out on wet road. Ron, Beka, Linda and John responded. Total hours 4.

**Training Total Hours 90**

Barbara Phillips	8
Burton Phillips	2
Cyros Strickland	6
William Weidler	0

Richard Frye	8
Sharon Frye	8
Paul Bechyne	1
Amanda Carroll	1
John Kernaghan	4
Lu Strickland	6
Doug Andrews	0
Shila Andrews	0
Jerry Dobbins	4
Bill Jagers	8
Ned-Louise Jagers	8
Matthew Clark	8
James Panitzke	6
Rebecca Sternhagen-Panitzke	2
Linda Wenzel	2
Jordan Wenzel	6
Brian Trafton	2

**Safety and Training Officer Total Hours 33**

Ron Turigliatto	6
Miscellaneous	27

**Chief's Total Hours 141**

Administrative Hours	134
Vehicle Maintenance	3
Training	4
Fire Councils	0

**Auxiliary Total Hours 101**

Sal Salvatore	36
Kevin Leslie	12
Jennie Leslie	12
Denise Fabiano	15
Al Fabiano	6
Diane Robinson	0
Donnie Wheeler	16
Renaev Vandevender	4
Mikaila Vandevender	0
Ron Vandevender	0

**Miscellaneous:**

- No progress on the Cistern in June.
- Some structure gear still needed for each FF. Expecting grant notification results in April but we still haven't received notification.
- Chief's Report for May
- Attended board meeting
- 1633 now has all gear needed for Wildland use.

- Spoke with Lewis and Clark re radios for ffs. We are on their list. Spoke with Charlie at sheriff's office he said no radios available at present.
- Fuel is being stolen at the station. Spoke with Sheriff in both counties. We found video of the perps on station security system. Had sheriff in to look at videos. L&C sheriff's department sent two deputies to 253 Pauls Creek Lane where one of the perps may live part time. They couldn't find the place so I rode with them and took them to the property. Spoke with Breen re tank changes to eliminate the problem. They had nothing to offer. Provided copies of video to L&C and Cascade Sheriffs Deputies. Spoke with Great Falls Fence to get an enclosure to secure tanks. Picked up fencing materials. Installed new cameras to attempt to identify thieves. Worked with Roy on new cameras. Emptied unleaded tank to prevent further thefts. Perps came back recently and damaged face plates on both meters when they couldn't steal more fuel. Will replace face plates after we install enclosure.
- AED training took place and AEDs are now on trucks.
- Ordered wildland gear for Jordan.
- Ordered Shelters and shelter packs for new ffs
- Sal took 1633 to Missoula for pump repairs.
- 1633 will be painted in mid-July by Valley truck for 1,800. Received quotes from Flawless of 8,000 to 10,000 and CarStar quoted 7,900.
- Spoke with new DES coordinator for Cascade County (Ron Scott). He is the former assistant chief from Great Falls. Discussed our requirements with improving radio and pager communications at the top of our list, structure gear was next, a gate onto the interstate was discussed and additional radios and wildland tools rounded out the list.
- Had two sessions with people who were on scene at the rollover with fatalities to ensure our people were handling the situation appropriately. Ron identified the need for the counseling of our people and arranged for help from Great Falls.
- Took four radios to capital communications for repair.
- Tried numerous times to contact Rocky re placement of 1633 with Roy McFarlane. He is not returning my calls. Will speak with him on Monday night at Chief's Meeting.
- Prepped for and attended June 29<sup>th</sup> picnic.
- Prepped for and attended 3 road maintenance HOA meetings at station.
- Trips to Great Falls and Helena
- Spoke with Carson Neal. He is interested in joining the department in the fall. He will need to refresh his EMT skills. He lives in Cascade, but can still be of value responding to accidents. Working with new ffs on the First Responder offering from AT&T.

### **General Business:**

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

#### **AFG Grant FY 2018 – Ginny**

We have not yet heard of the funding status of our grant application.

#### **DFSA Fire Suppression Strategy – Remote Garages**

We need to gather more information before we can move forward. Lou Strickland has agreed to allow us an easement on her property. We need to check with the DOR to see if her property

taxes would go up as a result. Adrienne will make an appointment with Jane Weber to explore this after the site is determined.

**Andy Creek Mitigation Status – John**

We have new DES coordinator and John will talk with him to get more information on this project.

**DFSA Resolution Amendment of “Habitable” – Adrienne**

Adrienne did talk to Planning. She has requested the 2019 DOR data. Tentatively, we could modify it to say “parcels with property improvements” or “structures.” We are still working on this project. Any change would require a revision of the DFSA Resolution if we pursue this.

**Outcomes of Public Education Meeting and BBQ –**

**Food Donations totaled \$496**

**Fire Detectors –** Denise reported that 13 people signed up for smoke alarm installations

**Truck Paint Job – John**

John gathered 3 different bids and he chose the lowest bid. It will cost \$1,800. Ron will take the truck in next week to have the paint and decal job done.

**Suggested Budget for Next Year - Adrienne**

Adrienne reviewed a reviewed a suggested budget based on \$137,800. The Board discussed suggested modifications.

**Old Business:**

**Resources for physicals for firefighters – John**

John will talk with the DES coordinator to see if there is a way for the county to pay for physicals. We are still working on this.

**Public Comment:**

Don Wheeler reported that he is part of the “Missouri River Friends Auxiliary.” Their goal is to raise as much money as they can and then donate it to the DFSA. The MRFA donated \$897 to the DFSA in June specifically earmarked to purchase First Aid Kits for Firefighters.

Other comments included improvements to communications equipment, location of remote garage in the Dearborn area, possible volunteers to help build the garage, the “DFSA is doing a good job, everyone who receives a service should help pay for it – We are behind you guys regarding the fire fee assessment. As a member of the public, I am (angered) that I am paying a fire fee and others with structures are not.”

**Motion to Adjourn:**

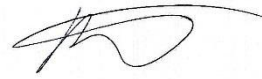
Ron motioned to adjourn the Board Meeting and Ginny seconded the motion. The Board unanimously approved the motion and the meeting was adjourned at 12:15 p.m.

Respectfully Submitted July 20, 2019

APPROVED



DFSA Secretary



DFSA Chair

**ADDENDUM**

DFSA FY18-19 Budget  
Detail

Revenue Sources	Budget Amt	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	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	\$ 0.92	\$ 0.88	\$ 0.92	\$ 0.89	\$ 5.97
Donations	\$ 100.00	\$ 700.00			\$ 150.00					\$ 1,005.00	\$ 175.00	\$ 75.00		\$ 2,105.00
Grant funds	\$ 500.00	\$ 46.27									\$ 2,500.00			\$ 2,546.27
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	\$ 1,061.05	\$ 2,426.04	\$ 2,577.41	\$ 21,797.57	\$ 101,622.76
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	\$ 2,066.97	\$ 5,101.92	\$ 2,653.33	\$ 21,798.46	\$ 106,335.00
<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>Mar exp</b>	<b>Apr exp</b>	<b>May exp</b>	<b>June exp</b>	<b>FY18---19 Budget Expenses</b>
Insurance --- Thomas Wood Agency --- accident/sickness	\$ 2,500.00	--\$ 2,331.00												--\$ 2,331.00
Insurance --- Thomas Wood Agency --- Property/Casualty	\$ 5,000.00	--\$ 4,914.00				--\$ 159.00								--\$ 5,073.00
Insurance --- Montana State Fund --- Workers Compensation	\$ 3,000.00	--\$ 79.28	--\$ 452.02	--\$ 325.27				--\$ 366.23					--\$ 248.94	--\$ 1,471.74
Telephone --- CenturyLink	\$ 1,500.00	--\$ 122.14	--\$ 120.07	--\$ 119.48	--\$ 119.78	--\$ 119.99	--\$ 120.27	--\$ 120.26	--\$ 120.25	--\$ 120.25	--\$ 120.14	--\$ 120.03	--\$ 120.03	--\$ 1,442.69
Electric Power --- NorthWestern	\$ 1,000.00	--\$ 47.97	--\$ 52.64	--\$ 44.22	--\$ 53.30	--\$ 56.53	--\$ 54.84	--\$ 49.35	--\$ 58.71	--\$ 77.66	--\$ 65.86	--\$ 69.59	--\$ 55.53	--\$ 686.20
Vehicle fuel	\$ 5,000.00		--\$ 1,353.00		\$ 30.27	--\$ 2,254.66					--\$ 1,786.51		--\$ 1,416.38	--\$ 6,780.28
Propane --- Breen Oil	\$ 3,500.00		--\$ 502.89					--\$ 924.00		--\$ 1,465.42		--\$ 48.00		--\$ 2,940.31
Buildings and Grounds --- property maintenance	\$ 15,000.00	--\$ 608.00	--\$ 1,504.42					--\$ 692.48		--\$ 360.80		--\$ 861.20		--\$ 4,026.90
Vehicle Maintenance/Upgrades	\$ 10,000.00	--\$ 86.40	--\$ 181.07	--\$ 351.72	--\$ 234.06	--\$ 43.99	--\$ 36.63	--\$ 1,984.73		--\$ 1,222.48		--\$ 1,419.59	--\$ 2,063.81	--\$ 7,624.48
Fire fighting equipment	\$ 10,000.00		--\$ 53.00				--\$ 344.98			--\$ 507.61		--\$ 4,856.43	--\$ 639.55	--\$ 6,401.57
Recruitment & Retention	\$ 4,000.00	--\$ 337.98			--\$ 300.00		--\$ 1,750.00	--\$ 1,966.67			--\$ 300.00		--\$ 300.00	--\$ 4,954.65
Uniforms --- Fire Fighters	\$ 5,000.00	--\$ 3,012.28	--\$ 70.00				--\$ 161.00					--\$ 2,383.76	--\$ 1,100.00	--\$ 6,727.04
Training	\$ 3,000.00			--\$ 365.00	\$ 25.00	--\$ 297.81		--\$ 141.00		--\$ 65.00		--\$ 305.50	--\$ 740.00	--\$ 1,889.31
Communication Equipment --- General	\$ 6,000.00	--\$ 1,020.80		--\$ 548.61	\$ 52.17					--\$ 810.00		--\$ 392.50		--\$ 2,719.74
Community Programs --- Fire Education for Property Owners	\$ 2,000.00	--\$ 336.25				--\$ 90.00		--\$ 90.00				--\$ 180.00		--\$ 696.25
Office Supplies --- paper, printer ink	\$ 400.00			--\$ 56.96	--\$ 32.98	--\$ 34.19						--\$ 18.75		--\$ 142.88
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			--\$ 150.00	--\$ 100.00	--\$ 801.00
Station Food/Beverages	\$ 1,000.00		--\$ 66.95	--\$ 338.00	--\$ 134.00	--\$ 234.75	--\$ 235.70							--\$ 1,009.40
Wildland Trucks	\$ 35,000.00							--\$ 9,669.91		--\$ 3,582.41	--\$ 131.04		--\$ 101.34	--\$ 13,484.70
Fraud transaction	\$ --		--\$ 996.29						\$ 972.45					--\$ 23.84
Reserve	\$ 27,000.00													\$ --
<b>TOTAL Budget FY2016---17</b>	<b>\$ 140,500.00</b>	<b>--\$ 13,156.10</b>	<b>--\$ 5,376.35</b>	<b>--\$ 2,173.26</b>	<b>--\$ 790.68</b>	<b>--\$ 3,314.92</b>	<b>--\$ 2,733.42</b>	<b>--\$ 16,114.63</b>	<b>\$ 738.49</b>	<b>--\$ 8,211.63</b>	<b>--\$ 2,403.55</b>	<b>--\$ 10,805.35</b>	<b>--\$ 6,885.58</b>	<b>--\$ 71,226.98</b>
Reserve fund														
End of month Cash on Hand	\$ 21,472.78	9,407.70	4,607.41	6,096.30	6,641.78	3,904.42	40,423.57	35,257.44	53,266.23	47,121.57	49,819.94	41,667.92	56,580.80	

Monthly Transaction Rpt.

Trans Date	I/R/O	Amount	Balance	Number	Trans Type	Description
			\$ 20,086.92			
06/04/19	I	(378.20)	\$ 19,708.72	2029	Check	Valley Truck --- fix 1601
06/04/19	R	(17.29)	\$ 19,691.43	2142	Check	reimburse Ettore Salvatore --- truck parts
06/07/19	I	(1,416.38)	\$ 18,275.05	2145	Check	Breen Oil --- 728.64 gas 687.74 diesel
06/07/19	I	(1,500.00)	\$ 16,775.05	2144	Check	Al Chaffee Tires --- for 1601
06/07/19	I	(248.94)	\$ 16,526.11	2149	Check	Montana State Fund --- Workman's Comp
06/10/19	I	(740.00)	\$ 15,786.11	2147	Check	Praetorian Digital --- online fire fighter training
06/14/19	D	18,100.77	\$ 33,886.88		Deposit	Cascade County FF
06/17/19	I	(1,100.00)	\$ 32,786.88		check	Bunkhouse Branding --- shirts & hats for fire fighters
06/18/19	I	(55.53)	\$ 32,731.35		Auto payment	NW Energy -- power
06/19/19	I	(71.44)	\$ 32,659.91	2146	Check	Northern Hydraulics --- repair 1633
06/20/19	D	3,696.80	\$ 36,356.71		Deposit	Cascade County fire fee --- misc remittance
06/20/19	I	(120.03)	\$ 36,236.68		Auto payment	CenturyLink --- phone & internet
06/20/19	I	(937.77)	\$ 35,298.91		Auto payment	WF Visa John --- GF Engraving \$100, Carquest \$64.44 & \$95.93, Best Wok \$7.95, Northern Hydraulics \$29.90, Amazon \$639.55 sked
06/28/19	I	(300.00)	\$ 34,998.91	2151	Check	Ettore Salvatore --- stipend
<b>Outstanding Transactions</b>						
WF Visa --- Jerry \$10.59 Acive E911						
WF Visa --- Jerry \$19.56 Acive E911						
Amazon --- \$394.95 boot						
North Ridge Equip \$6,065.17 12 fire shelters & FF equipment						
Amazon --- \$199 Kestrel fire weather meter						
Amazon --- \$8.57 2016 Emergency Response Handbook						
NorthRidge --- \$484.80 2 women's Wildland pants						
Shotgun Annie's \$180.50 food for training meeting						
Amazon --- \$47.98 2 radio batteries						
Rescue Essentials --- \$72.49 first aid kit						
R&R Brake --- \$70 inspection alignment --- 1601						
Amazon --- \$79.99 Jerry Can						
Amazon --- \$25.52 Long nose nozzle						
Shotgun Annie's \$196.50 --- food for training						
MDS Supply --- \$55 --- fix unleaded fuel tank pump						
Reimburse John for charges on personal credit card--- \$402.59 total						
LineGear \$3,133.11 fire fighter equipment & uniforms						
VFIS --- accident insurance \$175 new ff added to policy						
MES --- \$148.56 Jet & fan nozzle						
VFIS --- accident insurance \$2,295						
Axman \$306.48 rebuild kit --- nozzle						
			\$ 21,581.00			
<b>Savings Account Balance</b>						
Begin Bal			\$ 0.89			
Interest			\$ 21,581.89			
<b>Total Savings</b>			\$ 58,580.80			
<b>Total Cash on hand</b>						

