

**Canyon Creek Rural Fire District (CCRFD)**  
**P.O. Box 464, Canyon Creek, MT 59633**



**Board of Trustee's SPECIAL Meeting**  
**Friday – August 22, 2025**

This meeting was conducted in person at the fire hall and via Zoom.	
The official meeting minutes are the Zoom recording which is available upon request.	Meeting ID: 876 9540 3958 Passcode: 745842

ATTENDEES	
<b>Board Members:</b>	<b>Fire Company Members:</b>
Trustee #1 Jim Thomas, Chairman Trustee #2 Sam Stigman, Vice-Chair (via Zoom) Trustee #3 Wendy Adamson, Secretary/Treasurer Trustee #4 Peggy Justesen, Trustee Trustee #5 Kevin Zwicker, Trustee	Fire Chief Jonathan Cunningham Assistant Chief John Keller
<b>Community Members / Guests:</b> Kori Dee, Auxiliary Board (in person)      Connie Horder (in person)	

AGENDA	
<b>Chairman:</b> Calls the meeting to order / Pledge of Allegiance <b>Secretary:</b> Roll call of Board Members present	<b>Time:</b> 06:31 PM
<b>Chairman:</b> Opening Comments & Instructions Opens meeting for Public Comment	<b>Time:</b> 06:32 PM
<b>Chairman:</b> <u>NEW Business - Action Item #1:</u> Presentation of comparative pricing exercise on the wildland gear order from North Ridge Fire Equipment and other suppliers; Chief Cunningham presented & questioned; Public comments received	<b>Time:</b> 06:39 PM <b>Vote:</b> NO VOTE

3441812 B: M64 P: 6648 MIN  
09/30/2025 11:23 AM Pages: 1 of 2 Fees: 0.00  
Amy Reeves Clerk & Recorder, Lewis & Clark MT



Please visit our website at [www.canyoncreekruralfire406.org](http://www.canyoncreekruralfire406.org) for Agenda, Agenda Packet and other info.

\*- Chairman has chosen to refrain from voting unless needed to break a tie vote of the other Members

## AGENDA (cont.)

<b>Chairman:</b> <u><b>NEW Business - Action Item #2:</b></u>	<b>Time:</b> 07:04 PM
<p>Will consider approving the revision to the Standard Operating Guidelines for "Purchasing Supplies and Maintenance items"</p> <p>ADAMSON Motioned to approve the revision to the SOG's for "Purchasing Supplies and Maintenance items", with amendment to point 6 – change language "Fire Company" to "Fire District";</p> <p>JUSTESEN Seconded; Chief Cunningham commented;</p> <p>No other Public Comments made</p>	
	<b>Vote:</b> <b>PASSED</b> <b>4-0-1*</b>

<b>Chairman:</b> <b>For the "Good of the Order" – Trustee's comments</b>	<b>Time:</b> 07:10 PM
<p>CHAIR JIM THOMAS = (no comments)</p> <p>VICE-CHAIR SAM STIGMAN = (no comments)</p> <p>SECRETARY / TREASURER WENDY ADAMSON = (no comments)</p> <p>TRUSTEE PEGGY JUSTESEN = (no comments)</p> <p>TRUSTEE KEVIN ZWICKER = (no comments)</p> <p>CANYON CREEK AUXILIARY REPRESENTATIVE–Kori Dee (Board Member) = Security system donation will be provided to CCRFD after receipt of the invoice for the system's installation</p>	

<b>Chairman:</b> <b>Next meeting date confirmation:</b>	<b>Time:</b> 07:11 PM
<p>MONDAY 9/15/2025 = Regular Meeting (on the 3<sup>rd</sup> Monday of the month)</p>	

<b>Chairman:</b> <b>Adjournment</b>	<b>Time:</b> 07:12 PM
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### APPROVAL

**Meeting Minutes approved by the Trustees on (date approved):**

*9/29/2025*

**Signed by the acting Chairperson:**

*James T. Thomas*

**SPECIAL MEETING AGENDA**  
**Canyon Creek Rural Fire District (CCRFD)**  
**Friday – August 22, 2025 at 6:30PM**



The meeting will be hybrid: via Zoom and  
in person at the fire hall: 7560 Duffy Lane

**Chairman:** Calls the meeting to order / Pledge of Allegiance

**Secretary:** Roll call of Board Members present

**Chairman:** Opening Comments & Instructions  
Opens meeting for Public Comment

**Chairman:** NEW Business Action Item(s) to Adopt / Amend / Table / Reject:

- 1) Presentation of comparative pricing exercise on the wildland gear order from North Ridge Fire Equipment and other suppliers
- 2) Will consider approving the revision to the Standard Operating Guidelines for “Purchasing Supplies and Maintenance items”

**Chairman:** For the “Good of the Order” – Trustee’s comments section

**Chairman:** Next meeting date confirmation

**Chairman:** Adjournment

**ZOOM MEETING INVITE INFORMATION**

Topic: CCRFD SPECIAL MEETING

Time: Aug 22, 2025 06:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87695403958?pwd=nvmgyxAY5J1VOUvM6t6aODSfb7la8g.1>

Meeting ID: 876 9540 3958

Passcode: 745842

One tap mobile

+13462487799,,87695403958#,,,,\*745842# US (Houston)

+16694449171,,87695403958#,,,,\*745842# US

Join instructions

[https://us06web.zoom.us/join/87695403958/invitations?signature=IChAoen1d1FmA0p42ijzyrc\\_IZX-Fflgo5QLtMFE3CI](https://us06web.zoom.us/join/87695403958/invitations?signature=IChAoen1d1FmA0p42ijzyrc_IZX-Fflgo5QLtMFE3CI)

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