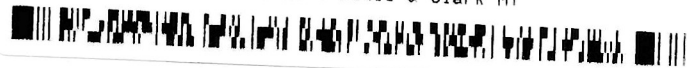




**Canyon Creek Rural Fire District  
Board of Trustee's  
Special Board Meeting**  
Monday – July 22, 2024

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08/21/2024 02:45 PM Pages: 1 of 9 Fees: 0.00  
Amy Reeves Clerk & Recorder Lewis & Clark MT



**This meeting was conducted in person and via Zoom. The meeting, in its entirety, may be accessed via zoom link below:**

Link for zoom recording

[https://us06web.zoom.us/rec/share/4\\_K8Y9NpSHvuKrEr1V5l8g2iPC6P7BOXE\\_FoUUP1TrMV\\_CqOnPt35To7tSswF4Fvd.wuIZdRwJjYdTFQo-](https://us06web.zoom.us/rec/share/4_K8Y9NpSHvuKrEr1V5l8g2iPC6P7BOXE_FoUUP1TrMV_CqOnPt35To7tSswF4Fvd.wuIZdRwJjYdTFQo-)

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**Attending:**

Rick Grady, Chairperson  
Jim Thomas, Vice-Chairperson  
Wendy Adamson, Treasurer  
Ellen Eskildsen, Secretary  
Max Eskildsen, Trustee-at-Large

**Fire Company:**

Jonathan Cunningham, Chief  
Crystal Cunningham, Captain/EMT Coordinator  
John Keller, EMR-Volunteer  
Storm Linden, Volunteer (Probie)  
Greg Weed, Volunteer Mechanic

**Community Members/Guest/Zoom:**

Gegi Guay	Dale Hunter
Mike Alkire	Judy Gilliam
Casey Fitzsimmons	Jeremy Gilliam
David Ogle	Storm Linden

Brian Grady  
Charles Bradford  
Mary Bradford  
Dale Hudec

Patty Butterfield

Judith Vincent

Undersheriff Brent Colbert

Marisa Diaz-Waian

Joseph Linden

Kori Dee

Charlie Spinning

Jeremy Barbagello

## **Meeting Commenced at 6:30pm**

### **Welcome/Pledge of Allegiance/Prayer for Firefighters/Introduction of Board Members**

Chairperson Rick Grady opened the meeting by reading the Principles of Civil Dialogue, copies given. Please limit comments to 3 minutes. A timer will be used to move the meeting along and ensure each person gets the full 3 minutes. Please come up to the podium to speak.

#### **Public comments:**

-Casey Fitzsimmons; previous board member; heard a lot of scuttle butt from community members and not a lot has changed over the past 15 years; what disturbs him the most is passing information to the Independent Record and having a Sheriff attend meetings for order; doesn't know why we have new expensive structure gear just sitting and not being used after spending a lot of money on it; he doesn't understand why the Trustees can't access the firehall? He feels there is division between the department and the board. The trustees are the voted in elected representatives that have the power to manage and the longer you allow this to go on the worse it will get; it's a tough job to appease everyone.

-Dale Hudec; wanted to refer to the last meeting where public comments were entered into the record. The chair allowed Max to read his personal comments not public comments. Doesn't feel he should have spoken during public comment. Emails were sent from the public for public comments. Said it was disgraceful. Said the chairperson and Max screwed up, you are trustees not the public. Jim did it right.

-Gegi Guay; when we get up and talk negative or bad about people it doesn't do any good. I feel that the board is doing a great job and if you feel you could do better run for the board next year.

-Brian Grady; largest tax holder in the Valley; the board of trustees has the rules and laws for the fire department to go by and the Chief actually responds to the trustees; if you wanted a new truck why did you go to the newspaper instead of going through the board. If you want something and ask for something, go to the board and they can say yes or no. Feels the QRU should have a water source if it is going to respond to fires. Doors at the station should be manual as we had an issue when power went out. The board should be able to come into the fire station anytime they want; need to work together and we could be a good fire department.

-Charles Bradfield; thinks that there's something fishy about the QRU donation; you don't give something that large that you don't expect something in return. I've tried to join the fire department a couple times and was never contacted. When the elected trustees can't access the fire department there's something wrong with that.

-Dave Ogle; I understand that we have mutual aid partners but don't know why people from Birdseye Fire Department can come to our meetings and tell us what to do.

-Jeremy Gilliam; I live close to the Fire Department and see what is going on at the department. Served on the department when Casey was a board member. Asked twice to come back as a volunteer for Canyon Creek and never got a call. Heard from others that it was said they will never allow previous volunteers to come back. I have 8 years of fire experience and 12 years EMT experience. There are several other people in our community that want to join but refrain due to the negativity from the Department



management. Hope we can move forward and even though we have differences and may not care for another person we can put that aside and get along.

Rick said he met with Nico Hash; we cannot deny anyone the right to show up to our meetings and their right to make comments at our meetings; this is limited to 3 minutes. The board members are allowed to make comments from their position as a board member and are not limited to 3 minutes. The structure gear was purchased earlier this year for \$45K Rick made the motion to purchase and was taken out of CIF. On tonight's agenda we have a generator up for discussion and approval. Mutual/Automatic aid works well for our community. The discussion of the QRU is over, we accepted the donation, and the subject is closed. We are addressing the situation about being locked out of the firehall; we are working on that issue. The meeting minutes are an issue being worked. When Ellen was sworn in, she was sworn in by an election official that didn't have the authority to do the oath. In doing this the two meetings June 6 and June 17 anything that was voted on that would've caused a tie or her vote was the deciding factor would have to be revoted. He thinks in the future that an Oath of Office will not have to be taken for Volunteer Fire Districts Trustees but until then we are working to get the meeting minutes caught up. Ellen is elected and is an officer of the board.

### **Agenda Items—**

#### **Treasurer Report**

--Wendy stated that our final budget was completed for the fiscal year. Went over the numbers and explained the budget and revenue. Explained expenditures and donations, etc. Our numbers have matched up with the County's records. WEX report for the year and an annual overview of the yearly budget (please see handout provided). County is setting up new bank accounts and we will be getting new checks and has said we can set up our own credit cards for individuals at the district level. Will discuss on future meeting agenda. Claims can be filed for equipment repairs up to five years back, will work on getting those submitted. Received a check from MDU for a donation for 5K and it was for the Auxiliary, but I deposited it unaware that the check was not ours. Will make out a check for the Auxiliary in the amount of 5K to get that money back to them.

#### **Public comments/questions:**

-Brian Grady asked who donated the QRU; Crystal said that it was an anonymous donor and wanted to remain that way. He said thank you for the donation. Wendy stated that the Auxiliary is a non-profit and if anyone wants to donate to the fire department it's a good idea to donate to them for the tax right off and they can donate to the fire department. Crystal explained the process for the donation. Brian said the county was supposed to sunset the community's taxes after the initial build of the fire department. Wendy will check into this issue.

Rick clarified the donation from MDU to the Auxiliary was initially done by Barbara Nye and was given for the specific use for a brush truck.

Jim Thomas asked about the gas usage for 8133 why its so much less, Jon C. said its staged in Marsh Creek and hasn't been used as much.

#### **Fire Chief Report**

--Run down of Fire Council meeting; talking about stage 1 fire restrictions most want to go into this asap. Horse Gulch fire is at 93% containment. Dalton Mtn. Fire in Lincoln stayed at 44 acres and contained. Upper saw mill fire contained to 22.2 acres and is 100% out; had a good turnout from our mutual aid partners. Weather report; fire weather watch, be aware. Year to date calls for service is 63 which includes



mutual aid. Due to recent software outages, it has affected Image Trend and could not provide any reports or inventory data. Calls coming in are taking priority over the inventory. 1000-gallon water trailer pump is broke; repaired earlier in year with a plastic fitting that didn't hold up. 8133 is still stationed at Marsh Creek and 8111 is at Will Adamson's home in Flescher Acres.

**Comments:**

- Max asked about inventory that was due in January, why it's taking so long.
  - Wendy asked about the number of calls; Jon said 63 to date.
  - Jon K. said it was asserted that the response time to the sawmill fire was an hour is that correct, no Jon. C. said it was 27 minutes.
  - Stephen Linden wanted to thank the firefighters for their efforts on the sawmill fire.
  - Jeremy G. asked about the total number of calls is the 63 a combination of mutual aid partners; Jon C. replied yes and how many are just Canyon Creek calls; Jon C. didn't have that information but could get that information.
  - Casey F. asked where the truck at Flescher Acres is located; it's at Will Adamson's house.
- Rick stated that Chief Cunningham came to the board last year about purchasing a computer program, Image Trend, to use for doing reports, training information and inventory of equipment, etc.. The board approved program early this year and are waiting for reports, data from that. Asked the Chief what his recommendations were to repair the water trailer. Chief Jon said he is still looking at avenues to repair but feels getting a new pump housing will do the trick. Working with Greg Weed to get his recommendation to fix it. Wendy will check to see if we can get reimbursed for the repair from the insurance agency.
- Gegi Guay stated it was brought up several times tonight about people in the community that voiced opinions about being on the fire department; Rick wanted to wait on that question until the next agenda item.
  - Chief Jon said there are accessories for the QRU; pull out bed is on order but on a 3-5 week delay before delivery. Wendy said there were additional funds donated to the Auxiliary for upfit items for the QRU and those items have been placed on order; what items that are needed after will need to be addressed by the board for purchase at a later meeting.
  - Dave O. asked how the response time be 27 minutes for the Sawmill fire; doesn't feel its accurate. Chief Jon said the QRU was on scene within 27 minutes; he was incident commander, and the brush truck came in right after.

*7 minute break*

**Old Business**

- Rick handed out a copy of the SOG's to the attendees. Said he has two applications for volunteers to the fire department. Said there are many people that want to join but have not been given the opportunity to do so. In working with the County Attorney to get going in the right direction and we are working hard to do so.

**Comments on the SOG's**

- Jeremy G.; when did these get approved. Rick stated 2021. Ellen and I came down to see what was in the filing cabinets, one cabinet was locked and couldn't get in it.
- Wendy stated there is an electronic version of the SOG's from the previous Chair and is available. Can send this out to whoever needs it. Letter of the law and spirit of the law should be addressed. Went over the MCA Statutes that state the duties of the board and Fire Chief; feels votes should follow the MCA



statutes and our Bylaws and SOG's are ever changing, and we should always go back to the statutes for guidance. The fire chief serves under the governing body. This is my own personal concern.

-Dale H.; Wendy who wrote the policies, the Montana State Legislatures wrote the Statutes.

Rick stated that Bylaws and SOGs are policies that are the responsibility of the board. These are re-written over the years and can be addressed at a future meeting to update them.

**- Review, discussion and decision on pending approval/disapproval for waiver of current members and out of district volunteer applicants, and probationary review of existing members, per the CCRFD SOG's**

-Rick asked Chief Jon about the two out of district applications that were received; he said Nate Harris from East Gate and Allysa Hurst from Birdseye. Rick stated we must follow our SOG's which state that a waiver must be approved by the board. Chief Jon said their background check and driver's record was clean and both are medically trained. Rick said that people who live within 2 miles of the CCRFD want to join. Jim Thomas said he thought the fire company votes on new members; Rick read the SOG stating the residency requirement which states they will have to come before the board for approval of a residency waiver. Rick explained the process. Max said he has talked to other departments about accepting people to join that are out of district and every department he asked said they do not accept out of district. Ellen said from her perspective why are we trying to recruit people from out of our district when we've had at least four people put in request to join that were not accepted. We should take volunteers from our district that are willing, able and qualified to join our department.

**-Ellen made a motion to disapprove a waiver for out of district applicants; Max seconded the motion. Public comment**

-Dave O. stated it's a hazard in his opinion to drive all the way from East Helena to respond to calls

-Dale H. stated that he feels everyone should have the chance to volunteer; wanted to know who are the people that want to volunteer are they here tonight; get your people in to submit applications.

-Jeremy G. said he and his wife provided Jon C. their applications to volunteer; he said he would get back to them and never did. My wife is a fifth generation Canyon Creek resident. We are both more than qualified to volunteer as firefighters and medics.

-Gegi G. wanted to know if we pay workman's compensation insurance for every volunteer; would be very unhappy if we allow people to join from East Gate

-Marisa Diaz-Waian wanted to know if other districts allow out of district volunteers; what is the rational

-Chief Jon says there is a massive shortage of firefighters and feels we should allow outside members that are medically qualified and have the experience. Thinks they should be waived in.

-Joseph L. feels we should listen to the Chief's recommendation about bringing in outside volunteers and feels all volunteers should be welcome. My concern would be if it comes out of our taxpayers dollars?

-Brian G. feels we should have a response time for the volunteers on calls in the SOG's; maybe have short/quick response for volunteers that are close and feels the board should be looking at background checks; submission of applications should be reviewed by the Chief and the board of trustees. The department and trustees should abide by the Bylaws and SOGs and written.

-Charles B. wants to know why the out of district applicants want to leave their district, why don't they apply in their own district. He feels people don't want to join because of the childish behaviors of the department. Charles said he and his wife are firefighters, have their own fire truck and his wife is also an RN.

-Mary Bradford stated that she was totally ignored when she applied as a volunteer. Has filled out a paper application, on line application, etc., still no response. Will give the Trustee Chair her application.



-Dave O. stated that he served as a volunteer in Canyon Creek for 10 years; his daughter came to the station to apply and was told that she couldn't because she was wearing a red dress. Lost respect for the department after their sexist comments.

Rick agreed that we have a shortage of volunteers; doesn't know why the other districts don't allow out of district, that is up to them. We have a budget for training and equipment needs and each volunteer has to be outfitted for equipment that is paid for by the district.

-Wendy stated that we can work towards getting along but it's not always going to happen. Stated she thinks there may be a hierarchy problem with the district that they came from, may not be getting along with their hierarchy and may be a closed-door situation. This is a volunteer not a paid position. Still confused about what I'm supposed to do here. The engine that is staged at my home is not just for my husband's use as he is a truck driver and not always available, it's there for anyone's use. Feels we should accept people that want to volunteer and support volunteers from other areas.

-Jim T. reminds him of less filling, taste great, no its both. My question is why we can't do both.

-Ellen E. feels one reason we don't want to take both is that we've been neglecting to accept applicants from our own district for some time now; why would or should we accept out of district applications before considering applicants in Canyon Creek, 2 miles from the station? One other problem I see is a financial issue with bringing on out of district volunteers; we must provide expensive PPE, personal protective equipment, for each person and that comes out of our yearly budget.

-Max E. wants to state that we agree that we can all agree that the current Bylaws and SOG's need to be re-written and revised but we have to abide by the current SOG's and enforce them, that were written by the previous board

**Vote on the Motion;** Ellen voted yes to disapprove; Max voted yes to the motion; Wendy No to the motion; Jim no to the motion; Rick yes to the motion. Votes are 3-2 to disapprove the waiver for the two recruits out of district.

The next discussion concerns applicants and the process by which we conduct interviews. Chief Jon said the Asst Chief and Himself interviewed the applicants; but it states in our SOG's that the Chairperson will also be part of that board to interview. This did not happen with the two out of district applicants and our new in district applicant Strom Linden.

**Rick made a motion** to set up a time to get with Chief Jon and Asst. Chief Josh Dalzell to get with the new applicant for an interview, **Max seconded** the motion. Rick stated that he doesn't feel he has to have a motion to do this and asked Chief Jon when they can get this done. Jon said sometime this week.

-Joseph L. asked what the MCA statute states that whose responsibility is it to conduct interviews.

-Dale H. asked how we voted 3-2 again in lock step; saying vote the same way

-Gegi G. stated that she would like to see monthly reports from the new Image Trend program about who is currently on department; training received.

-Jeremy G. read aloud the MCA statute that states the Fire Chief serves under the direction of the board Rick responded to questions; there are five individuals on the board, and we vote how we each see is right and that is how democracy works. Yes, Gegi, we purchased the Image Trend Program so Chief Jon can provide reports; Volunteers must do 30 hours of training each year for retirement purposes, also workman's compensation is paid to the state for volunteers by the board; we are a government agency formed in 1959 with a board of trustees appointed by commissioners and elected by the community.

-Dale H. I agree that everything needs to be democratic but show me where it has been different than a 3-2 vote; my point is that it doesn't appear that we vote any other way.



-Ellen E. stated that in the first meeting she attended as a trustee on June 6, 2024, we had a vote on the QRU and she voted to abstain. Give us some time to have more things to vote on as I've only been on the board since June 6, 2024.

-Jim T. Please use the Mic Stand for comments.

-Wendy A. doesn't feel there should be a motion for this as it's already a policy in our SOG's.

**Vote on the motion:** Ellen-Nay, Max-Yeah, Wendy-Nay, Jim-Abstain, Rick- Yeah; 2 Nay's, 2 yeahs, 1 abstained; motion dies. When Rick gets back from his travels, he will get Chief Jon about the applications he has and will review the application for Storm Linden.

-Next item to discuss is current members on the board; is a waiver being approved to allow current members to remain on the department

-Joseph L. again wanted to know why the MCA statutes isn't gone by

-Dale H. wanted to know what the motion is and it was stated that we are discussing current members that reside out of district per SOG guidelines.

-Joseph L. all of a sudden, the board has a problem with Jon and Crystal being on the department; it seems odd that it's a problem now. Said it was disingenuous and the board had some nerve for bringing this up now.

-John K. wants to request the board reconsider his position on the department as he was never brought up before the board for approval

-Crystal C. stated that when Max was in the department we were good friends, we got along, agreed on a bunch of stuff, hung out, I thought it was great. A text from him said the only reason he was still on the department was because of Jon C. I don't know what happened. You supported us and left the department because you thought it was a conflict of interest being on the board and department.

**At this time a call came in from dispatch for a call that someone spotted smoke in between Flesher and Stemple Pass. All the firefighters present left at this point.**

-Gegi G. stated that she has attended meetings for years; she doesn't question the abilities of Jon or Crystal, but she feels we should utilize the fire fighters that are in our district

-Jeremy G. lived in Marysville previously and requested to be a member of the Canyon Creek Department and was denied because of district rules; it takes 8 miles to get from Marysville to the Fire Hall; approximately 15 minutes. That's a long time when you have people who live 2 minutes away that can respond. He asked why they aren't on Marysville's Department as we are mutual aid and they can still respond to the same calls they currently receive now. They are taxpayers in another district, not ours. They have been witnessed washing their personal vehicles at the station. What happens if pipes freeze, etc.

-Patty Butterfield newer to this community this surprises me; I don't understand, we have a lot of what if's; if we have a problem with responding that is one thing; it angers me and saddens me; I come from a small community and would like to see more transparency; I feel there's more back story going on.

-Kori D. in the 3 years that Jonathan has responded within 26 minutes to provide care for my husband; he called when he was on his way to talk me through what was happening; he also called the ambulance to let them know the situation; I'm very upset about what is going on. The fact that they were accepted by a previous board doesn't seem right that this board is challenging them. They are quality members of the department and don't know why we are challenging their residency when their contributions have been many. Comments about Chief Jon should be made in front of him.

-Dave O. Response time to get to sawmill fire took 27 minutes not sure how that happened, feels we need the response vehicles to be at station.



-Wendy A. stated our district is over 800 acres; we don't know where Chief Jon came from when he responded to the Sawmill Fire. The brush truck responded quickly. Jon said he was approved to be out of district. They live .1 mile from our district boundary. We use radios and the closest volunteer will respond the quickest. Feels we are going by the letter of the law, and we are missing the spirit of the law. If anyone is having an issue with .1 of a mile in my opinion is completely nonsensical.

-Max E. stated that nobody is saying Jon and Crystal haven't been great assets to the department; they are great people and have contributed to the community; we are only addressing members out of district; the district lines are there for a reason, it doesn't matter if you are .1 mile or 100 miles; Jon and Crystal can join the Marysville Department and will still be a part of the mutual aid between our departments; we just voted to not allow people from out of district to apply; I've done a lot of research on this and have been to the county records department; in Nov 2018 Jon and Crystal attended the meeting and submitted their applications to join the department; they stated that they currently live in Marysville but will be moving to Canyon Creek when they find a place to buy; It also stated in the minutes that we will have to waive their residency if they become members. They began a probation period, board never approved the waiver; after the six months, Chief Sam promoted Jon to Captain but again no waiver was approved by the board. I reviewed minutes from 2018 to current and nothing was ever approved. We are just going by our SOG's and what the previous board failed to do.

**Wendy made a motion to approve a waiver for Chief Jon and Crystal residency to retain them as members in the positions that they are in; Jim T. seconded the motion**

Open for comments:

-Greg Weed commented that he has been with the department for less than 2 years. He wasn't accepted but he wasn't turned down either. In his opinion Jon & Crystal have done a great job and it will look bad if we let them go.

-Dale H. thinks that a vote should not happen; had the ability to bring up this issue at the last meeting, many supporters were here at the last meeting; shame on you, this is a kangaroo court; should postpone this vote until a regular meeting.

-Jeremy G. said he sees what goes on around this area, John Keller arrived at the sawmill fire first and he saw Chief Jon come flying by his house; there is always three sides to every story; his mother in law was almost ran off the road by Chief Jon, talked about a rollover that happened by the station that he and his wife assisted at; they were there first and when Chief Jon showed with no medical equipment in the new QRU; he asked if they had current medical cards they responded yes so he said that the patient belonged to them instead of taking over the scene. I can talk about a lot of other instances, but I won't.

-Joseph L. personal attacks against people should be done in front of those people to defend themselves

-Charles B. I don't know Chief Jon personally, I'm not on anyone's side; I just know he has ignored my family's request to join the department, if there's something wrong with the leadership and not doing their job then something needs to be done to take care of the problem

Rick stated as the Chair I've contacted the County Attorney to ensure we are doing things right as a board; we as a community need to work together; I'm encouraging anyone who wants to join the department to please join. My issue is the fact that Jon and Crystal are not here, and we don't want to violate anyone's right to be heard and hear comments from the community regarding the waiver. Rick wanted to amend the motion to table the motion until they are present. Wendy said she doesn't want to amend it. She heard a rumor that this may happen against Jon and said we need to vote on this as stated. Wendy said it was our decision.

**Vote:** Ellen Nay; Max Nay; Wendy Yeah; Jim Yeah; Rick abstained. The vote dies.

**Wendy motioned to adjourn the meeting; Jim seconded; Rick voted nay; Ellen voted yeah; Max voted yeah.**



Meeting adjourned at 9:30pm

**All other Old Business and New Business to be addressed at a future meeting**

Chairperson Approval of Minutes: Richard E. Rady

Date: August 20<sup>th</sup> 2024

Canyon Creek Rural Fire District (CCRFD)  
Board of Trustees

Special Regular Board Meeting

Monday – July 22, 2024

6:30 p.m.

Meeting will be held via zoom and in person at the CCRFD  
Fire Station located at 7560 Duffy Lane.

- Welcome
- Pledge of Allegiance
- Introduction of Board Members

**Board of Trustee Principles of Civil Dialogue**

1. We provide a safe environment where individual perspectives are respected, heard and acknowledged.
2. We respect diverse opinions as a means to find solutions based on common ground.
3. We encourage creative approaches to engage in public participation.
4. We value informed decision-making and take personal responsibility to educate and be educated.
5. We believe that respectful public dialogue fosters healthy community relationships, understanding, and problem solving.
6. We acknowledge, consider and respect the natural tensions created by collaborations, change and transition.
7. We follow the rules and guidelines established for each meeting

**Public Comment:**

Members of the public are welcome to submit written or verbal public comments that will be entered into public record

Please state your name in an audible tone of voice for the record. This is the time for individuals to comment on matters falling within the purview of the Canyon Creek Rural Fire District. There will also be an opportunity in conjunction with each final board decision agenda item made for comments pertaining to each specific agenda item and non agenda items. Your public comments will be limited to three (3) minutes.

**Update on Board agendas for approval:**

The Secretary and the Chairperson will be working with the Lewis and Clark County Attorney office to get all minutes from May 2024 through July 2, 2024 reviewed and legal guidance on the ratification of the minutes that pertain to the final review by the board of trustees (Chairperson)

**Treasurer Report**

- Outstanding bills that need to be paid and approved by the Board
- Financial reports for the month of June 2024 (WEX charges, credit card charges,)
- Status of the June 2024 financial reconciliation report from the County Treasurer (Operating Reserves and Restricted/Capital Improvement Fund CIF)
- Update report on the increase in the insurance cost and vehicles registration on the Command Vehicle/Quick Response Unit



## **Fire Chief Report**

- Update on the Lewis & Clark County Rural Fire Council monthly report
- Update on monthly review of the District equipment preparedness (Repairs, etc)
- Update on the completion of the incident reports and other data (inventory) completed or pending under the Image computer software program
- Update on the status of incident reports for the Month of June 2024 and beginning of July 2024
- Update on fire weather forecast, etc.
- Updated report on the inventory of the district owned equipment in the fire station and located within and outside of the CCRFD Fire District required in January of each year per SOG'S.
- Status on accessories that were donated for the CV/QRU through the Canyon Creek Fire District Auxiliary

## **Old Business:**

- Review, discussion and decision on the pending approval/disapproval for waiver of current members and potential out of district volunteer applicants, and probationary review of existing members, per the CCRFD Standard Operating Guidelines (SOG).
- Update on the status of the new overhead sign for the front of the fire station and renting a scissor type lift with trailer from a local rental shop with Board approval of an estimated cost of \$150.00 for the lift and \$30.00 for trailer to transport to the fire station to install the sign. For a total of \$180.00.
- Update on painting the yellow high visibility marking around the fire station, ramps around the overhead filling station and outbuilding.
- Discussion and decision on options to sell the Yukon QRU as surplus property
- Discussion and decision on options to sell the yellow wildland engine 8132 as surplus property
- Update from Jim Thomas on our Grant Writing ability; follow-up with Kai Bauer

## **New Business:**

Discussion, Review and approval of request of trustee's attendance to the Montana Fire Trustee's Association Conference on September 27-29, 2024 in Great Falls, MT - "Trustee tools to improve District/Fire Service Area Performance"

Approval of a laptop computer at an estimated cost of \$600-\$1,000 for use of zoom meetings and other Trustee business.

Discussion, review and decision on purchasing an outside backup generator for use at the fire station for emergency backup power to operate bay doors, lights, and other electrical necessities.

Review of the existing policy and procedures under the existing Bylaws, SOG's, for the WEX and credit card policies pertaining to individual trustees and line officers.

Internal audit of the WEX Cards purchases by those assigned to the individual district owned equipment during the fiscal year of 2023-2024

Discussion, review and approval by the board on the posting of public information on the CCRFD facebook under the heading of MT Meeting Compliance -Trustee email communications, board meeting agenda history, board meeting minutes history

## **Public Comments on Non-Agenda items**

The board can accept written or verbal comments on non agenda items, but the board cannot respond at the respective meeting. **Public comments will be limited to three (3) minutes.**

Adjournment

**Join Zoom Meeting**

<https://us06web.zoom.us/j/83747944978?pwd=4JHsbavXovHboPsGbwbhd8oJawau9X.1>

**Meeting ID: 837 4794 4978**

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**Passcode: 350695**

**Find your local number:** <https://us06web.zoom.us/j/keJuk9suUI>



**CANYON CREEK RURAL FIRE DISTRICT    FROM 07/01/2023 TO 06/30/2024**  
**Monthly Financial Statement**  
**FINANCIAL RECONCILIATION with LEWIS & CLARK COUNTY**  
**For the period of: JUNE 2024**

	COUNTY FINANCE REPORTS, Operating Cash										
	ENTITL	STATE REV	MISC.	PENALTY &				LESS:			
	LEVY	ENTITL	REVENUE	ASSMNT	INTEREST	INTEREST	SUB		EXPENSES	ENDING	
MONTH	316.00	335.23	362.01	363.01	363.04	371.02	TOTAL	AVAILABLE	511.01	BALANCE	
PERIOD	COUNTY BEGINING CASH BALANCE, 7/1/2023								\$ 87,679.38		\$ 87,679.38
01/2024	JULY	\$ -	\$ -	\$ -	\$ 493.32	\$ 12.70	\$ 704.93	\$ 1,210.95	\$ 88,890.33	\$ 9,121.56	\$ 79,768.77
02/2024	AUGUST	\$ -	\$ -	\$ 2,043.37	\$ 650.97	\$ 27.68	\$ 634.45	\$ 3,356.47	\$ 83,125.24	\$ 3,939.32	\$ 79,185.92
03/2024	SEPTEMBER	\$ -	\$ 588.49	\$ -	\$ -	\$ -	\$ 707.74	\$ 1,296.23	\$ 80,482.15	\$ 9,259.85	\$ 71,222.30
04/2024	OCTOBER	\$ -	\$ -	\$ -	\$ 64.22	\$ -	\$ 685.44	\$ 749.66	\$ 71,971.96	\$ 1,132.63	\$ 70,839.33
05/2024	NOVEMBER	\$ 955.00	\$ -	\$ -	\$ 21,369.55	\$ 0.52	\$ 588.89	\$ 22,913.96	\$ 93,753.29	\$ 2,988.91	\$ 90,764.38
06/2024	DECEMBER	\$ 336.50	\$ 588.49	\$ -	\$ 13,493.89	\$ 12.43	\$ 909.31	\$ 15,340.62	\$ 106,105.00	\$ 6,708.07	\$ 99,396.93
07/2024	JANUARY	\$ -	\$ -	\$ -	\$ 71.84	\$ 1.32	\$ 874.88	\$ 948.04	\$ 100,344.97	\$ 2,216.23	\$ 98,128.74
08/2024	FEBRUARY	\$ -	\$ -	\$ -	\$ 318.73	\$ 11.91	\$ 688.53	\$ 1,019.17	\$ 99,147.91	\$ 8,868.85	\$ 90,279.06
09/2024	MARCH	\$ 53.52	\$ 588.49	\$ -	\$ 643.19	\$ 11.06	\$ 676.87	\$ 1,973.13	\$ 92,252.19	\$ 2,398.83	\$ 89,853.36
10/2024	APRIL	\$ -	\$ -	\$ -	\$ 211.26	\$ 5.36	\$ 517.92	\$ 734.54	\$ 90,587.90	\$ 2,520.59	\$ 88,067.31
11/2024	MAY	\$ 723.23	\$ -	\$ 500.00	\$ 19,694.62	\$ -	\$ 468.45	\$ 21,386.30	\$ 109,453.61	\$ 5,061.26	\$ 104,392.35
12/2024	JUNE	\$ 233.18	\$ 640.44	\$ 1,035.00	\$ 3,425.89	\$ 2.53	\$ 612.77	\$ 5,949.81	\$ 110,342.16	\$ 2,858.28	\$ 107,483.88
	TOTAL	\$ 2,301.43	\$ 2,405.91	\$ 3,578.37	\$ 60,437.48	\$ 85.51	\$ 8,070.18	\$ 76,878.88		\$ 57,074.38	

\$2,834.99

\$6,413.36

CURRENT MONTH MISC. REVENUE		
06/17/24	GRANT	\$ 1,035.00
MT STATE ELKS ASSOCIATION		
- Specified for: "Water Extinguisher,		
Gloves, Safety Vests, Boots"		
<b>TOTAL</b>		<b>\$ 1,035.00</b>

County Report - Cash Balances, Month-end		Acct. #
Operating Cash	\$107,483.88	101.01
Restricted/CIF	\$46,688.73	102.00
<b>Total</b>	<b>\$ 154,172.61</b>	
Plus Deposits Outstanding Month-end	-	
Less Checks Outstanding Month-end	\$937.21	
<b>District Balance, Month-end</b>	<b>\$ 153,235.40</b>	

Budget	\$59,500.00
Expenditures [511.01]	\$57,074.38
<b>% Budget Remaining</b>	<b>4.08%</b>

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**CCRFD OPERATING ACCOUNT**

**County Report: Reconciled Checks Register**

Checks Cleared, Current Month		AMOUNT
2649	NW Engergy	\$ 136.90
2650	Linctel	\$ 47.00
2651	HD Plumbing & Heating	\$ 447.24
2652	WEX	\$ 343.58
2653	Reimb.-C. Cunningham	\$ 48.97
2654	Reimb.-Wendy Adamson	\$ 37.66
2655	MT State Fund	\$ 106.10
2656	Montana Propane	\$ 289.18
<b>Total</b>		<b>\$ 1,456.63</b>

*\*Ins. Claim TBD*

**CCRFD Checkbook:**

Check Outstanding, Current Month		AMOUNT
2657	Reimb.- Fire Chief (fuel)	\$ 39.00
2658	LCC Treasurer (Elections)	\$ 771.57
2659	General Distributing Co.	\$ 126.64
<b>Total</b>		<b>\$ 937.21</b>

<b>TOTAL COUNTY MONTHLY EXPENSES</b>	<b>\$ 2,858.28</b>
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OPERATING ACCT - EXPENSES 511.01 (PG.1)    \$2,858.28

CAP. IMPRV. FUND - EXPENSES 511.01 (PG.3)    \$0.00

**US BANK CREDIT CARD**

CC Transactions, Current Month		AMOUNT
05/15/24	AMAZON- 8133 Lghtbr Mount	\$ 39.00
05/21/24	ZOOM.US - Annual Subscrptn	\$ 159.90
05/21/24	ACE HARDWARE- 8133 supps	\$ 2.52
05/21/24	LABELMASTER - Helmets (x2)	\$ 87.34
05/28/24	VISTA PRINT - Chief Biz Cards	\$ 30.98
05/29/24	MOOSE JUNCTION - Pizzas	\$ 43.70
05/30/24	AMAZON - Med. Bag Supplies	\$ 134.09
05/29/24	CAPITAL TRAILER & EQUIP.- 8133	\$ 108.00
05/30/24	BOUND TREE MEDICAL LLC	\$ 750.85
05/31/24	ACE HARDWARE- 8133 supps	\$ 20.67
06/01/24	HELENA MARKETPLACE - Bins	\$ 7.48
06/05/24	ACE HARDWARE- 8133 supps	\$ 17.12
<b>Total</b>		<b>\$ 1,401.65</b>

*\*Grant for \$500*

County Reports - Other Expenses, Current Month		
<b>Total</b>		<b>\$ -</b>



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COUNTY FINANCE REPORTS Restricted Cash - Capital Improvement Fund							
MONTH		MISC. REV 362.01	EXPENSES 511.01		Beginning Balance:	\$ 89,100.76	
PERIOD	COUNTY BEGINNING CASH BALANCE						
01/2024	JULY	\$ -		\$ -		\$ 89,100.76	
02/2024	AUGUST	\$ -		\$ -		\$ 89,100.76	
03/2024	SEPTEMBER	\$ 1,000.00		\$ -		\$ 90,100.76	
04/2024	OCTOBER	\$ 200.00		\$ -		\$ 90,300.76	
05/2024	NOVEMBER	\$ 100.00		\$ -		\$ 90,400.76	
06/2024	DECEMBER	\$ 400.00		\$ -		\$ 90,800.76	
07/2024	JANUARY	\$ -		\$ -		\$ 90,800.76	
08/2024	FEBRUARY	\$ -		\$ 8,054.78		\$ 82,745.98	
09/2024	MARCH	\$ 500.00		\$ 37,092.24		\$ 46,153.74	
10/2024	APRIL	\$ -		\$ 3,600.00		\$ 42,553.74	
11/2024	MAY	\$ 534.99	Individual donations checks recv'd. / Thank You letters sent	\$ (3,600.00)	Correction of Image Trend S/W	\$ 46,688.73	
12/2024	JUNE	\$ 100.00	From exterior water fill use			\$ 46,788.73	
TOTAL		\$ 2,834.99		\$ 45,147.02			

CURRENT MONTH MISC. REVENUE		
06/25/24	CASH	\$ 100.00
TOTAL		\$ 100.00

CURRENT MONTH EXPENDITURES		
Total		\$ -