

# Canyon Creek Rural Fire District (CCRFD)

## Board of Trustee's REGULAR Meeting

### Monday – May 19, 2025



This meeting was conducted in person at the fire hall and via Zoom.  
The official meeting minutes are the Zoom recording and may be accessed via the link information here:

<b>Meeting ID:</b> 884 2131 0937 (available upon request)
<b>Passcode:</b> 298478

ATTENDEES	
Board Members:	Fire Company Members:
Trustee #1 Jim Thomas, Chairman	John Keller, Lieutenant
Trustee #2 Sam Stigman, Vice-Chair	William Adamson, Volunteer
Trustee #3 Wendy Adamson, Secretary/Treasurer	Kai Bauer, Volunteer
Trustee #4 (empty seat – resignation May 2025)	Bob Justesen, Mechanic
Trustee #5 (empty seat – resignation May 2025)	Gregg Weed, Mechanic
Community Members / Guests:	
Joane Bayer (via zoom)	Steve Mullenbach (in person)
Jonathan Cunningham (via zoom)	Mindy Peltier (in person)
Kori Dee (in person)	Charlie Spinning (in person)
Connie Horder (in person)	Sonny Tapia (via zoom)
Dale Hudec (in person)	Nancy Treib (in person)
Erick Jensen (in person)	Randy & Deb Williams (in person)
Peggy Justesen (in person)	Kevin Zwicker (in person)
Joseph Linden (in person)	Samsung SM-G7814 (via zoom)
Ray & Lil Miller (in person)	iPhone (via zoom)

AGENDA	
<b>Chairman:</b> Calls the meeting to order Roll call of Board Members present Pledge of Allegiance Chair's Opening Comments & Instructions	<b>Time:</b> 06:30 PM
<b>Chairman:</b> Opens meeting for Public Comment	<b>Time:</b> 06:45 PM
<b>Chairman:</b> Election of CCRFD Officers for 2025-2026 Term	<b>Time:</b> 06:50 PM
<b>Chairman Nomination:</b> Wendy nominated JIM THOMAS	<b>Vote:</b> 2-0-0
<b>Vice-Chair Nomination:</b> Wendy nominated SAM STIGMAN	<b>Vote:</b> 2-0-0
<b>Secretary Nomination:</b> Sam nominated WENDY ADAMSON	<b>Vote:</b> 2-0-0
<b>Treasurer Nomination:</b> Sam nominated WENDY ADAMSON	<b>Vote:</b> 2-0-0

3436503 B: M64 P: 3168 MIN  
06/24/2025 01:42 PM Pages: 1 of 3 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



<b>AGENDA (cont.)</b>		
<b>Chairman:</b>	<b><u>Consent Action Item(s):</u></b> <b><i>UNLESS CROSSED OUT REQUIRING INDIVIDUAL DISCUSSION &amp; DECISION - ITEMS LISTED BELOW PASSED WITHOUT OBJECTION</i></b>  <ul style="list-style-type: none"> <li>• Previous Meeting Minute Draft(s): <ul style="list-style-type: none"> <li>○ 03/24/2025 - (rescheduled) Regular Board Meeting for March</li> </ul> </li> <li>• Previous Treasurer's Report(s): <ul style="list-style-type: none"> <li>○ Nov. &amp; Dec. 2024 Financial Reports (presented on 03/24/2025)</li> <li>○ Jan. &amp; Feb. 2025 Financial Reports (presented on 03/24/2025)</li> </ul> </li> <li>• <del>Treasurer presents past due bills requiring board approval for payment</del></li> </ul>	<b>Time: 06:53 PM</b>
<b>Treasurer:</b>	<b><u>Treasurer's Report(s):</u></b> <ul style="list-style-type: none"> <li>• County's General Ledger report &amp; US Bank monthly bank statement for March &amp; April 2025 provided in Agenda Packet online</li> <li>• Postponing Treasurer's Report presentation for months March &amp; April 2025 until next meeting to coincide with 2025-2026 Budget approval</li> <li>• Treasurer presents current bills requiring board approval for payment</li> </ul>	<b>Time: 06:56 PM</b>
<b>Fire Chief:</b>	<b><u>Chief's Report:</u></b> <ul style="list-style-type: none"> <li>• Senior Fire Company Member = Lt. Keller spoke and provided information and statistics for the previous six (6) months of activity</li> </ul>	<b>Time: 06:58 PM</b>
<b>Chairman:</b>	<b><u>Action Item #1:</u></b> Will consider a change to the Bylaws [SEC.108] to clarify the agenda posting requirements to be in compliance with MT Open Meeting Laws (see Agenda Packet for details) W.ADAMSON Motioned to approve the change to the Bylaws [SEC.108] to clarify the agenda posting requirements to be in compliance with MT Open Meeting Laws; S.STIGMAN Seconded; Public Comments received	<b>Time: 07:08 PM</b>     <b>Vote: PASSED 2-0-1*</b>
<b>Chairman:</b>	<b><u>Action Item #2:</u></b> Will consider a change to the Bylaws [SEC.108] to amend the agenda item submission process for Trustees (see Agenda Packet for details) W.ADAMSON Motioned to approve change to the Bylaws [SEC.108] to amend the agenda item submission process for Trustees; S.STIGMAN Seconded; Public Comments received	<b>Time: 07:18 PM</b>     <b>Vote: TABLED NO VOTE</b>
<b>Chairman:</b>	<b><u>Action Item #3:</u></b> Will consider a change to the Bylaws [SEC.111] to adopt the Zoom recording as the official minutes (see Agenda Packet for details) S.STIGMAN Motioned to approve the change to the Bylaws [SEC.111] to adopt the Zoom recording as the official minutes; W.ADAMSON Seconded; Public Comments received	<b>Time: 07:33 PM</b>     <b>Vote: PASSED 2-0-1*</b>



<b>AGENDA (cont.)</b>	
<b>Chairman: <u>Action Item #4:</u></b> Will consider rescinding the security policy language adopted on 03/24/2025 and revert to the original text in the Bylaws [SEC.117] (see Agenda Packet for details) S.STIGMAN Motioned to rescind the security policy language adopted on 03/24/2025 and revert to the original text in the Bylaws [SEC.117]; W.ADAMSON Seconded; Public Comments received	<b>Time: 07:39 PM</b>          <b>Vote: PASSED</b> <div style="text-align: center;"><b>2-0-1*</b></div>
<b>Chairman: <u>Action Item #5:</u></b> Will consider releasing criteria for the new Fire Chief hire with a list of non-negotiable items expected for completion during a defined probationary period (see Agenda Packet for details) W.ADAMSON Motioned to approve releasing criteria for the new Fire Chief hire with a list of non-negotiable items expected for completion during a defined probationary period; S.STIGMAN Seconded; Public Comments received	<b>Time: 07:52 PM</b>          <b>Vote: PASSED</b> <div style="text-align: center;"><b>2-0-1*</b></div>
<b>Chairman: <u>Consent Action Item Objected to:</u></b> Treasurer presents past due bills requiring board approval for payment: <ul style="list-style-type: none"> <li>• \$286.00 – Burdick’s Locksmith (Inv. WO-0018982 – 10/16/2024)</li> <li>• \$100.00 – Eagle Electric (Inv. 26866 – 11/18/2024)</li> </ul> W.ADAMSON Motioned to approve the past due bills for payment; S.STIGMAN Seconded; Public Comments received	<b>Time: 08:26 PM</b>          <b>Vote: PASSED</b> <div style="text-align: center;"><b>2-0-1*</b></div>
<b>Chairman: Public Comments period to discuss anything within CCRFD’s jurisdiction and not on the Agenda</b>	<b>Time: 08:33 PM</b>
<b>Chairman: For the “Good of the Order” – Trustee’s comments</b>  J.THOMAS = Thank You’s including to Ellen Eskildsen for her efforts to help on Saturday 5/17 after her resignation; Issued public apology to Kelsy May.  W.ADAMSON = Appealed to the Fire Company members to provide the Board with their recommendation for the Fire Chief that they would like to nominate	<b>Time: 08:39 PM</b>
<b>Chairman: Next meeting date confirmation: Tuesday 06/03/2025</b> (Scheduling a Special Meeting to approve the budget)	<b>Time: 08:43 PM</b>
<b>Chairman: Adjournment</b>	<b>Time: 08:44 PM</b>
<b>APPROVAL</b>	
<b>Meeting Minutes approved by the Trustees on (date approved):</b>	<div style="font-size: 1.5em; font-family: cursive;">6/23/25</div>
<b>Signed by the acting Chairperson:</b>	<div style="font-size: 1.5em; font-family: cursive;">Jim Thomas</div>



**REGULAR MEETING AGENDA**  
**Canyon Creek Rural Fire District (CCRFD)**  
**Monday - May 19, 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**

**Roll call of Board Members present**

**Pledge of Allegiance**

**Chairman's Opening Comments & Instructions**

**Chairman: Opens meeting for Public Comment**

**Chairman: Election of CCRFD Officers for 2025-2026 Term**

**Chairman: Consent Action Item(s):**

- **Previous Meeting Minute Draft(s):**
  - **03/24/2025 - (rescheduled) Regular Board Meeting for March**
- **Previous Treasurer's Report(s):**
  - **Nov. & Dec. 2024 Financial Reports (presented on 03/24/2025)**
  - **Jan. & Feb. 2025 Financial Reports (presented on 03/24/2025)**
- **Treasurer presents past due bills requiring board approval for payment**

**Treasurer: Treasurer's Report(s):**

- **County's General Ledger report & US Bank monthly bank statement for March & April 2025 provided in Agenda Packet online**
- **Postponing Treasurer's Report presentation for months March & April 2025 until next meeting to coincide with 2025-2026 Budget approval**
- **Treasurer presents current bills requiring board approval for payment**

**Fire Chief: Chief's Report**

- **Senior Fire Company Member**



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**Chairman: Action Item(s):**

- 1) Will consider a change to the Bylaws [SEC.108] to clarify the agenda posting requirements to be in compliance with MT Open Meeting Laws (see Agenda Packet for details)**
- 2) Will consider a change to the Bylaws [SEC.108] to amend the agenda item submission process for Trustees (see Agenda Packet for details)**
- 3) Will consider a change to the Bylaws [SEC.111] to adopt the Zoom recording as the official minutes (see Agenda Packet for details)**
- 4) Will consider rescinding the security policy language adopted on 03/24/2025 and revert to the original text in the Bylaws [SEC.117] (see Agenda Packet for details)**
- 5) Will consider releasing criteria for the new Fire Chief hire with a list of non-negotiable items expected for completion during a defined probationary period (see Agenda Packet for details)**

**Chairman: Public Comment**

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

**Chairman: Next meeting date confirmation**

**Chairman: Adjournment**

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**Monday - May 19, 2025 at 6:30PM**

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

Topic: Canyon Creek Rural Fire District's Zoom Meeting  
Time: May 19, 2025 06:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88421310937?pwd=flFksiYsPM9T7ajBOXt2agrbi6t8cb.1>

Meeting ID: 884 2131 0937

Passcode: 298478

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One tap mobile

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+12532050468,,88421310937#,,,,\*298478# US

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Dial by your location

- +1 720 707 2699 US (Denver)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 669 444 9171 US
- +1 719 359 4580 US
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 689 278 1000 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US

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Find your local number: <https://us06web.zoom.us/j/88421310937?pwd=flFksiYsPM9T7ajBOXt2agrbi6t8cb.1>

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