



**Canyon Creek Rural Fire District (CCRFD)  
Board of Trustee's  
Special Board Meeting**

Thursday - June 6<sup>th</sup>, 2024

**This meeting was conducted in person at the Fire Station and via Zoom**

**Attending:**

Richard Grady, Chairperson  
Jim Thomas, Vice-Chairperson  
Wendy Adamson, Treasurer  
Ellen Eskildsen, Secretary (Zoom)  
Max Eskildsen, Trustee-at-Large

**Fire Company:**

Jonathan Cunningham, Chief  
Josh Dalzell, Asst. Chief  
Crystal Cunningham, Left early  
Kai Bauer, (zoom)  
John Keller, left early

**Community Members:**

Gigi Mclean, (Zoom)  
Connie Horder  
Peggy & Bob Justesen  
Mike Alkire  
Patti Butterfield  
Kori Dee

**Welcome**

**Pledge of Allegiance**

**Roll Call**

3426685 B: M63 P: 4662 MIN  
08/19/2024 02:44 PM Pages: 1 of 4 Fees: 0.00  
Amy Reeves Clerk & Recorder, Lewis & Clark MT



**Public Comments:**

Interim Chairperson Jim Thomas opened the meeting with request for public comment

-Connie Horder wanted to just thank the new board members and fire department members and voiced her appreciation for Jonathon and his abilities to lead the Volunteer Fire department.

-No other comments.

**Elections of CCRFD Board of Trustee Officers:**

Jim asked for nominations for Secretary first. Richard nominated Ellen for Secretary; Jim second Unanimous vote on the election of Ellen for Secretary.

Treasurer, Richard nominated Wendy for Treasurer, Max seconded the motion; all in favor was unanimous

-Chairperson, Max nominated Richard for Chairperson; Ellen seconded the motion; a quorum of three votes was given on the approval and election of Richard for Chairperson, Wendy and Jim abstained; Richard, Ellen and Max voted yes.

-Vice Chairperson, Max nominated Jim for Vice Chairperson; Richard second, motion all in favor was unanimous for Jim as the Vice Chairperson.

**Preparation of the 2024-2025 CCRFD Board of Trustee Annual Operating Budget**

Wendy handed out copies of the projected budget figures for discussion and approval providing a recap of the past two years of the annual operating budgets of revenues and expenditures. Wendy worked with former Trustee/Treasurer Joane Bayer to learn more about how this was done in the past.

The Financial Reconciliation report from the Lewis and Clark County Finance Department will not be out until around June 20, 2024 for the Month of May 2024 to review the revenues and expenditure for the District.

Wendy said she looked at respective figures and did her best after looking back two years of past expenditures to come up with estimates for the fiscal year of 2024-2025. She said we spent \$5000 on the repair of the Yukon and if we get a new vehicle that cost will not happen.

**Public Comments:**

Peggy Justesen asked about increases on insurance, fuel and utilities cost for the next year, Kai sent a message over zoom that the bi-annual fee for the WIX website cost is \$240.00 that was paid last year.

No other public comments.

**Board Comments:**

Max asked about the administrative fee breakdown, the elections approximately \$1200.00, Zoom cost for the annual fee \$200.00; image trend software \$3600 initial cost and \$2700.00 per year after.

Discussion as to line item that the Image Trend Software program and the consensus of the board it would to be placed under Trustee/Administration.

Trustee/Administration	\$5,500.00
Insurance	\$10,000.00
Utilities	\$6,000.00
Fuel	\$10,000.00
District Operations	\$10,000.00
Fire Station, Outside Storage Building and Sit Maintenance	\$5,000.00
Apparatus and Maintenance	\$12,000.00
EMS/Medical	\$3,000.00
Training Non EMS	\$2,500.00
TOTAL	\$64,000.00

Jim moved to accept the proposed annual operating budget and Wendy seconded, all in acceptance to approved the CCRFD Annual Operating Budget for 2024-2025 fiscal year.

**Discussion and Decision about the replacement of the Command Van/QRU.**

Chief Jonathon provided additional information he obtained on quotes for Command Van/QRU that the board had received around 2:00 pm this afternoon prior to the respective scheduled special board meeting.

Various styles of vehicles that he presented to the board, the vehicles that were quoted are not necessarily the vehicles Jonathan prefers only what was available on the lot at the time of the quote's requested.

Additional items he had quoted to add to the vehicle was an additional approximate cost of \$21,000.00

**Public comment:**

Mike Alkire asked about extended warranty; purchasing new tires, mentioned using Jonathon's company to purchase and install lighting, said it may be construed as a conflict of interest even though Jonathan said he would get this at his cost.

Richard handed out a draft review of the proposals on vehicles and his written public comments to the public on due diligence on performing research and assessment of the replacement of a Command Van/QRU.

Max mentioned that some of the items listed on the quotes were items that we can't use such as the goose neck hitch, etc. Wendy mentioned that if we order a vehicle, it would only have the items we require. Max mentioned that the quoted vehicle has a chrome package that he feels isn't needed.

Josh Dalzell added that Chrome helps the vehicle stand out and be seen. Members of the public have approached Richard and asked how can we afford such an expensive vehicle and accessories. Wendy also voiced that she provided due diligence by researching each and every other fire station in Lewis and Clark County and that a pick-up truck is the standard for the Command Van/QRU vehicle. Wendy stated that she believes its in our budget to purchase the truck as presented by Jonathan. Wendy then handed

out a worksheet to board members breaking down operating cash assuming the amounts to be had for the entire FY 24-25 leaving us with an operating budget balance of \$46,236.45 and a Capital Improvement Fund balance of \$28,603.74 assuming all pledged donations are received from the Canyon Creek Fire District Auxiliary.

Additional Public comments asked for by Richard;

Mike Alkire mentioned that going outside of Helena for quotes may produce a better price. He also wanted to know how many miles we put on our Command Van/QRU each year.

Bob Justesen mentioned that Dave Smith Motors from Kellogg Idaho had several white trucks on the lot available, Jonathon said we wouldn't get lifetime oil changes if we go outside of Helena specifically Lithia.

Max also mentioned that he spoke with Dave Smith Motors and they do have several trucks available in the model that Jonathan wants but may not have all the bells and whistles.

Wendy said she talked with Amy Reeves, Treasurer/Clerk & Recorder for Lewis and Clark County on financing options for the District. Wendy feels establishing a relationship with a local dealer is invaluable in her experience.

As a taxpayer Wendy says she believes that since we have the availability of funds currently, we should use it. Jim made a motion to approve the purchase of the truck, Wendy second the motion, Richard call for vote as the Chairperson, Wendy and Jim were favor of the motion, Ellen abstained, Max and Richard voted no. Richard as the Chairperson state the motion was tied, with the abstained vote, the motion failed with the tied vote of 2-2, one abstained vote.

Richard made a motion to table the discussion and decision of the replacement of the Command Van/QRU for further discussion at the next regular scheduled board of trustee meeting for Monday June 17, 2024; Wendy and Jim voted no, Richard, Ellen and Max voted yes, the motion was passed to table the discussion and decision on the purchase of the Command Van/QRU for further discussion at the June 17, 2024 Board of Trustee meeting.

Public Comments on items not on the agenda, the board cannot discuss, only take the public comments under the Montana Open Meeting Laws.

Peggy Justesen mentioned that the QRU is part of the Command Van/QRU.

Max moved to adjourn the meeting, Richard Second, all in favor to adjourn.

Meeting adjourned at 8:10 pm.

Richard E. Leahy  
Chairperson  
August 19th, 2024

**SPECIAL MEETING AGENDA**  
**Canyon Creek Fire District (CCRFD)**  
**June 6, 2024 at 6:30PM**  
**7560 Duffy Lane, Canyon Creek, MT 59633**  
**The meeting will be hybrid: in person and via Zoom and will be recorded**

**Public Comment:**

- This is the time for individuals to comment on matters falling within the purview of the CCRFD.
- There will also be an opportunity in conjunction with each final decision agenda item made for comments pertaining to that item.
- Please state your name and address in an audible tone of voice for the record.
- Please limit comments to three (3) minutes.

**1) Election of CCRFD Board of Trustees Officers**

**2) 2024-2025 Annual Budget**

**3) Discussion and Decision about Command Vehicle Purchase**

Please note:

All other/normal agenda items will be addressed at the next REGULAR MEETING scheduled for the third Monday of the month, June 17, 2024 at 6:30PM

**Adjournment**

Topic: CCRFD Special Meeting called by Chairman

Time: June 6, 2024 06:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

Topic: CCRFD Special Trustee Meeting

Time: Jun 6, 2024 06:30 PM Mountain Time (US and Canada)

<https://us06web.zoom.us/j/6291652155?pwd=OvFetH7Z5mCHvYxcK0b733r5YTa8fc.1&omn=89906918296>

**Meeting ID: 629 165 2155**

**Passcode: 863085**

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