

**HYALITE RURAL FIRE DISTRICT
BOARD OF TRUSTEES PUBLIC ANNUAL MEETING**

DATE: JUNE 18, 2019 TIME: 7:00 p.m.
LOCATION: Sourdough Fire Station, 4541 S. 3rd Rd., Bozeman, MT

CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT

Reminder to the public that meetings are being recorded.

PUBLIC COMMENT ON MATTERS NOT INCLUDED IN THE AGENDA

HYALITE CONSENT AGENDA

1. Approval of Financial Report
2. Approval of Warrants
3. Approval of May 21, 2019 Meeting Synopsis
[Consent Agenda Attached]

REGULAR AGENDA

1. Discussion and Decision — Governance Policy
2. Discussion and Decision — Updated Signage for HRFD Buildings
3. Discussion and Decision — Sound System in Conference Room
[Supporting Information Attached]
4. Discussion — Reader Board Signs
5. Discussion — Trustee/Public Interaction at June 26 BBQ Event
6. Fire Chief's Report
7. Trustees' Activities
8. Announcements

ADJOURNMENT

This notice is posted on the door of the Administrative Building of the Sourdough Fire Station, the Rae Fire Station, and the Cottonwood Fire Station, and is posted on the Hyalite website and/or Facebook Page at least 48 hours prior to the meeting. Notice of the meeting is published in the Bozeman Daily Chronicle at least 48 hours prior to the meeting.

Consent Agenda

Hyalite Rural Fire District

Profit & Loss Budget vs. Actual

July 2018 through May 2019

	Jul '18 - May 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
310000 · Taxes	1,240,235.94	1,193,716.00	46,519.94	103.9%
316000 · Entitlement Share	36,838.82	36,000.00	838.82	102.3%
320000 · Firefighter fundraising event	2,371.54	0.00	2,371.54	100.0%
360000 · Miscellaneous Revenues	33,113.45	4,000.00	29,113.45	827.8%
365000 · Contributions and Donations	631.92	1,700.00	-1,068.08	37.2%
370000 · Investment Earnings	10,628.29	20,000.00	-9,371.71	53.1%
Total Income	1,323,819.96	1,255,416.00	68,403.96	105.4%
Gross Profit	1,323,819.96	1,255,416.00	68,403.96	105.4%
Expense				
420000 · Public Safety Expenses	21,783.75	40,000.00	-18,216.25	54.5%
420100 · Personnel Services	266,219.81	350,000.00	-83,780.19	76.1%
420200 · Supplies	21,306.95	22,000.00	-693.05	96.8%
420220 · Meals/Incentives	10,167.85	11,000.00	-832.15	92.4%
420240 · Fuel	26,127.76	36,000.00	-9,872.24	72.6%
420310 · Election Costs	0.00	7,000.00	-7,000.00	0.0%
420320 · Professional Subscription/Dues	4,661.65	4,000.00	661.65	116.5%
420330 · Community Outreach/Education	3,284.05	10,000.00	-6,715.95	32.8%
420340 · Utility Services	42,286.70	52,000.00	-9,713.30	81.3%
420350 · Professional Services	23,657.88	40,000.00	-16,342.12	59.1%
420390 · Firefighter Physicals	13,649.00	15,000.00	-1,351.00	91.0%
420400 · Training/Travel - Trustees	948.04	3,000.00	-2,051.96	31.6%
420420 · Facilities	19,698.73	35,000.00	-15,301.27	56.3%
420500 · Insurance	77,541.48	65,000.00	12,541.48	119.3%
420930 · Safety Equipment	35,530.65	70,000.00	-34,469.35	50.8%
420940 · Apparatus	34,148.83	70,000.00	-35,851.17	48.8%
420970 · Capital outlay	71,391.05			
490100 · Debt Services	33,612.50	242,225.00	-208,612.50	13.9%
66000 · Payroll Expenses	-0.03			
669100 · Other Charges	714.09	500.00	214.09	142.8%
Total Expense	706,730.74	1,072,725.00	-365,994.26	65.9%
Net Ordinary Income	617,089.22	182,691.00	434,398.22	337.8%
Net Income	617,089.22	182,691.00	434,398.22	337.8%

Hyalite Rural Fire District

Balance Sheet

As of May 31, 2019

	May 31, 19
ASSETS	
Current Assets	
Checking/Savings	1,890,411.84
Accounts Receivable	2,768.14
Other Current Assets	513,462.49
Total Current Assets	2,406,642.47
Fixed Assets	
180000 · Capital Assets	
181000 · Land	361,201.00
182000 · Buildings & Improvements	3,951,562.68
186000 · Machinery & Equipment	2,509,675.48
186100 · Accumulated Depreciation	-2,601,287.96
Total 180000 · Capital Assets	4,221,151.20
Total Fixed Assets	4,221,151.20
TOTAL ASSETS	6,627,793.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	14,130.55
Credit Cards	212.93
Other Current Liabilities	175,000.00
Total Current Liabilities	189,343.48
Long Term Liabilities	2,063,155.79
Total Liabilities	2,252,499.27
Equity	
241000 · Unrestricted Fund Balance	513,935.75
241001 · General fixed asset acct group	4,221,151.20
241002 · General LT debt account group	-2,238,155.69
241100 · Reserved Fund Balance	
241101 · Restricted for Debt Service	320,687.85
241102 · Reserved for Capital Reserve	
241103 · Capital improvements	175,388.00
241104 · Capital replacement	
241105 · Apparatus replacement	730,339.69
241106 · Building repair/replacement	29,973.32
Total 241104 · Capital replacement	760,313.01
Total 241102 · Reserved for Capital Reserve	935,701.01
Total 241100 · Reserved Fund Balance	1,256,388.86
241200 · Assigned to vol firefighters	4,885.06
Net Income	617,089.22
Total Equity	4,375,294.40
TOTAL LIABILITIES & EQUITY	6,627,793.67

Hyalite Rural Fire District

Transaction List by Vendor

May 2019

Type	Date	Num	Memo	Account	Cir	Split	Amount
Alert Technologies							
Bill	05/30/2019	190531B	Fire alarm monitoring.	202100 · Accounts Payable		420423 · Building & Site	-583.00
Alex Richard							
Bill Pmt -Check	05/09/2019	7802521	Breakfast before YMCA event.	101000 · General Fund		202100 · Accounts Payable	-33.00
American red Cross							
Credit Card Charge	05/01/2019	29240025	CPR/AED for recruits.	210560 · Costco Citi Card-Eaton 2172	X	420331 · Dues & Licenses	-180.00
Credit Card Charge	05/08/2019	29402146	Adult CPR for Jason.	210560 · Costco Citi Card-Eaton 2172	X	420331 · Dues & Licenses	-22.00
B and L Quality Repair LLC							
Bill Pmt -Check	05/09/2019	7802522	Ingition switch for Old C-6-2.	101000 · General Fund		202100 · Accounts Payable	-772.00
BALCO							
Bill	05/13/2019	54717	Rose's station pants.	202100 · Accounts Payable		420209 · Clothing & Uniforms	-48.00
Barton Fabrication							
Bill Pmt -Check	05/09/2019	7802523	Engine officer seat repair.	101000 · General Fund		202100 · Accounts Payable	-100.00
Big Sky Fire Equipment							
Bill	05/01/2019	0389558	Class 1 3/8 ball valve with round handle.	202100 · Accounts Payable		420947 · E-6	-45.92
Bill	05/21/2019	0389669	Class 1 3/8 ball valve with round handle.	202100 · Accounts Payable		420947 · E-6	-56.30
BlueCross BlueShield of Montana							
Bill Pmt -Check	05/23/2019	7802549	June health care.	101000 · General Fund		202100 · Accounts Payable	-4,712.70
Bound Tree Medical							
Bill Pmt -Check	05/09/2019	7802524		101000 · General Fund		202100 · Accounts Payable	-110.23
Bozeman Chronicle							
Bill	05/17/2019	1900737	Notice for meeting on 5/21/19.	202100 · Accounts Payable		420353 · Legal Services	-39.00
Brian Nickolay [vendor]							
Bill	05/04/2019	296433	Gatorade.	202100 · Accounts Payable		420389 · Food	-16.62
Bill Pmt -Check	05/23/2019	7802550	Gatorade.	101000 · General Fund		202100 · Accounts Payable	-16.62
Century Link							
Bill	05/01/2019	4066024041528B	March/April services.	202100 · Accounts Payable		-SPLIT-	-120.99
Bill	05/04/2019	4065876270585B	May/June services.	202100 · Accounts Payable		420342 · Phones	-40.00
Bill Pmt -Check	05/09/2019	7802525	April/May	101000 · General Fund		202100 · Accounts Payable	-79.97
Bill	05/10/2019	4065874149951B	May/June services with credit for prior payment.	202100 · Accounts Payable		420342 · Phones	-7.89
Bill Pmt -Check	05/23/2019	7802551		101000 · General Fund		202100 · Accounts Payable	-168.88
Charter Communications							
Bill	05/09/2019	0672244050919	May/June services.	202100 · Accounts Payable		-SPLIT-	-270.27
Bill Pmt -Check	05/23/2019	7802552	8313200110672244	101000 · General Fund		202100 · Accounts Payable	-270.27
Citi Card							
Bill	05/03/2019		April/May statement	202100 · Accounts Payable		210550 · Costco Citi Card-Revisky 3990	-655.92
Bill	05/03/2019		April/May statement	202100 · Accounts Payable		210560 · Costco Citi Card-Eaton 2172	-948.93
Bill	05/03/2019		April/May statement.	202100 · Accounts Payable		210570 · Costco Citi Card-Nickolay 7029	-983.87
Bill Pmt -Check	05/09/2019	7802526		101000 · General Fund		202100 · Accounts Payable	-3,404.81
Bill Pmt -Check	05/23/2019	7802553		101000 · General Fund		202100 · Accounts Payable	-2,588.72
Colin Prato [vendor]							
Bill Pmt -Check	05/09/2019	7802527	Strainer for New R-6.	101000 · General Fund		202100 · Accounts Payable	-23.14
Collin Rose [vendor]							
Bill	05/17/2019	20271	Rosie, Echert, Richard - Qdoba meals.	202100 · Accounts Payable		420222 · Food	-6.25
Bill	05/28/2019	20262	Rose, Echert, Richard - Qdoba.	202100 · Accounts Payable		420222 · Food	-23.11
Connect Telephone and Computer Group							
Bill	05/13/2019	97080	Repair phone system at Sourdough.	202100 · Accounts Payable		420423 · Building & Site	-265.00
Bill Pmt -Check	05/23/2019	7802554	Repair phone system at Sourdough.	101000 · General Fund		202100 · Accounts Payable	-265.00
Coppermine Fire Suppression Systems LLC							
Bill Pmt -Check	05/09/2019	7802528	Fire pump service call issue due to water in the controller.	101000 · General Fund		202100 · Accounts Payable	-307.50
Davis Johnson							
Bill	05/09/2019	TM2240	Qdoba - D Johnson, Elliot, Barnes, Marsh.	202100 · Accounts Payable		420222 · Food	-35.09
Bill Pmt -Check	05/23/2019	7802555	Qdoba - D Johnson, Elliot, Barnes, Marsh.	101000 · General Fund		202100 · Accounts Payable	-35.09
DirectTV							
Bill Pmt -Check	05/09/2019	7802529	029404001	101000 · General Fund		202100 · Accounts Payable	-160.98
Bill	05/13/2019	029404001	May/June services.	202100 · Accounts Payable		420345 · TV/Internet Services	-165.23
Bill Pmt -Check	05/23/2019	7802556	029404001	101000 · General Fund		202100 · Accounts Payable	-165.23
Door Tech Incorporated							
Bill	05/01/2019	22607	Emergency call out - cables were off and door #4 was st...	202100 · Accounts Payable		420423 · Building & Site	-791.25
Bill Pmt -Check	05/09/2019	7802530	Emergency call out - cables were off and door #4 was st...	101000 · General Fund		202100 · Accounts Payable	-791.25
Ferguson Ent							
Credit Card Charge	05/24/2019	CP768658	Fire sprinkler vault.	210560 · Costco Citi Card-Eaton 2172		420423 · Building & Site	-77.03
Firehouse Subs							
Credit Card Charge	05/03/2019	335445	Recruit training.	210560 · Costco Citi Card-Eaton 2172	X	420389 · Food	-144.98
Credit Card Charge	05/24/2019	339698	Recruit training meal.	210560 · Costco Citi Card-Eaton 2172		420389 · Food	-74.99

Hyalite Rural Fire District

Transaction List by Vendor

May 2019

Type	Date	Num	Memo	Account	Cir	Split	Amount
FURS							
Liability Check	05/08/2019	ACH		101000 · General Fund		-SPLIT-	-5,196.13
Bill Pmt -Check	05/24/2019		QuickBooks generated zero amount transaction for bill p...	101000 · General Fund		202100 · Accounts Payable	0.00
Gallatin Electric							
Bill	05/23/2019	10680	Diagnose electric baseboard heater and air conditioning...	202100 · Accounts Payable		420423 · Building & Site	-361.25
General Distributing Co.							
Bill Pmt -Check	05/09/2019	7802531	56625	101000 · General Fund		202100 · Accounts Payable	-63.00
Grass Monkeys Lawn Care							
Bill	05/12/2019	435970	April services - mow, trim and clean yard.	202100 · Accounts Payable		420422 · Lawn/Snow Removal	-460.00
Bill Pmt -Check	05/23/2019	7802557	April services - mow, trim and clean yard.	101000 · General Fund		202100 · Accounts Payable	-460.00
Bill	05/26/2019	436110	Mow and trim for May.	202100 · Accounts Payable		420422 · Lawn/Snow Removal	-430.00
Heros Simply Subs							
Credit Card Charge	05/04/2019	00047	Lunch for extrication training.	210570 · Costco Citi Card-Nickolay 7029	X	420389 · Food	-63.83
Credit Card Charge	05/05/2019	00020	Lunch for extrication training.	210570 · Costco Citi Card-Nickolay 7029	X	420389 · Food	-80.69
J&H INC							
Bill Pmt -Check	05/09/2019	7802532	13753	101000 · General Fund		202100 · Accounts Payable	-66.56
Bill	05/23/2019	558799	Monthly maintenance - Canon IR C22225 copier.	202100 · Accounts Payable		420201 · Office Supplies and Materials	-79.82
JA Gear							
Bill Pmt -Check	05/09/2019	7802533	Repair turnouts.	101000 · General Fund		202100 · Accounts Payable	-90.00
Kenyon Noble							
Bill Pmt -Check	05/09/2019	7802534	Recruit training supplies.	101000 · General Fund		202100 · Accounts Payable	-249.96
Bill	05/22/2019	7112903	Recruit training	202100 · Accounts Payable		420385 · Training Supplies	-54.09
Bill	05/22/2019	7112913	Training supplies for CW	202100 · Accounts Payable		420385 · Training Supplies	-619.15
L.N. Curtis and sons							
Bill	05/08/2019	INV281049	Intake valve for new R-6.	202100 · Accounts Payable		420949 · R-6	-895.00
Bill Pmt -Check	05/23/2019	7802558		101000 · General Fund		202100 · Accounts Payable	-1,707.92
Lawnrain Sprinklers							
Bill	05/30/2019	28442-1	Start-up and check sprinkler system, repaired drip.	202100 · Accounts Payable		420422 · Lawn/Snow Removal	-66.47
Mama Macs Bakery							
Credit Card Charge	05/11/2019	91310058341	Recruit training.	210560 · Costco Citi Card-Eaton 2172	X	420389 · Food	-176.00
Moline							
Bill Pmt -Check	05/09/2019	7802535		101000 · General Fund		202100 · Accounts Payable	-321.10
Montana Dept. of Revenue							
Liability Check	05/08/2019	ACH	6442692-002-WTH	101000 · General Fund		220035 · Montana withholding	-811.00
Montana Firemen's Association							
Liability Check	05/08/2019	7802520		101000 · General Fund		220030 · MT Firemens' Association dues	-207.35
Montana Occupational Health							
Bill	05/01/2019	9484	Conner Killeen.	202100 · Accounts Payable		420390 · Firefighter Physicals	-474.00
Bill	05/02/2019	9488	Krysten Wolterstorff.	202100 · Accounts Payable		420390 · Firefighter Physicals	-474.00
Bill	05/03/2019	9498	Andrew Eggers.	202100 · Accounts Payable		420390 · Firefighter Physicals	-489.00
Bill	05/06/2019	9501	Sean Komora.	202100 · Accounts Payable		420390 · Firefighter Physicals	-489.00
Bill	05/08/2019	9513	Michael Buffington.	202100 · Accounts Payable		420390 · Firefighter Physicals	-865.00
Bill Pmt -Check	05/09/2019	7802536		101000 · General Fund		202100 · Accounts Payable	-3,408.00
Bill	05/10/2019	9533	Nathaniel Leahy.	202100 · Accounts Payable		420390 · Firefighter Physicals	-865.00
Bill	05/10/2019	9534	James Marsh.	202100 · Accounts Payable		420390 · Firefighter Physicals	-765.00
Bill	05/13/2019	9541	Ian Elliott.	202100 · Accounts Payable		420390 · Firefighter Physicals	-200.00
Bill	05/13/2019	9540	Ian Elliott.	202100 · Accounts Payable		420390 · Firefighter Physicals	-665.00
Bill	05/15/2019	9552	Michael Hilbert.	202100 · Accounts Payable		420390 · Firefighter Physicals	-539.00
Bill	05/16/2019	9556	Nick Vale.	202100 · Accounts Payable		420390 · Firefighter Physicals	-639.00
Bill	05/17/2019	9562	Christian Helland.	202100 · Accounts Payable		420390 · Firefighter Physicals	-489.00
Bill	05/20/2019	9569	Daniel Lympus.	202100 · Accounts Payable		420390 · Firefighter Physicals	-865.00
Bill Pmt -Check	05/23/2019	7802559		101000 · General Fund		202100 · Accounts Payable	-4,047.00
Montana State Fund							
Bill Pmt -Check	05/09/2019	7802537	03-134600-0	101000 · General Fund		202100 · Accounts Payable	-3,945.77
Municipal Emergency Services							
Bill	05/17/2019	IN1341998	SCBA bottles.	202100 · Accounts Payable		420932 · Safety Equipment Maintenance	-54.68
NAPA Auto Parts							
Bill	05/03/2019	118700079052	Gat coupling.	202100 · Accounts Payable		420947 · E-6	-19.98
Credit	05/08/2019	118700080117	Battery core return credit. B-6.	202100 · Accounts Payable		420940 · Apparatus	18.00
Bill Pmt -Check	05/09/2019	7802538	12342	101000 · General Fund		202100 · Accounts Payable	-320.52
Bill	05/16/2019	118700081827	Oil and wiper fluid for all trucks.	202100 · Accounts Payable		420204 · Shop Supplies	-45.24
Bill	05/17/2019	1187-00-082137	Hose bed lights.	202100 · Accounts Payable		-SPLIT-	-63.61
Bill	05/22/2019	1187-00-083227	30 amp fuses for trucks.	202100 · Accounts Payable		420204 · Shop Supplies	-9.75
Nathan Barnes							
Bill Pmt -Check	05/09/2019	7802539		101000 · General Fund		202100 · Accounts Payable	-580.89

Hyalite Rural Fire District

Transaction List by Vendor

May 2019

Type	Date	Num	Memo	Account	Cir	Split	Amount
Northwestern Energy							
Bill	05/09/2019	3252724-4	5370 Gooch Hill Road. April/May services.	202100 · Accounts Payable		420341 · Gas & Electric	-87.45
Bill	05/09/2019	0180737-9	5400 Gooch Hill Rd. April/May services.	202100 · Accounts Payable		420341 · Gas & Electric	-189.44
Bill	05/09/2019	1196979-7	10200 Cottonwood Rd. April/May services.	202100 · Accounts Payable		420341 · Gas & Electric	-510.72
Bill	05/09/2019	3091809-8	4541 S 3rd Road Fire. April/May services.	202100 · Accounts Payable		420341 · Gas & Electric	-1,405.62
Bill	05/10/2019	0180089-5	4541 S 3rd Road Soth April/May services.	202100 · Accounts Payable		420341 · Gas & Electric	-207.25
Bill Pmt -Check	05/23/2019	7802560		101000 · General Fund		202100 · Accounts Payable	-2,400.48
Owenhouse-Ace Hardware							
Bill	05/02/2019	480511/2	Main intake valve removal.	202100 · Accounts Payable		420942 · E-6-3	-35.75
Bill	05/03/2019	480594/2	Misc supplies for Sourdough Station.	202100 · Accounts Payable		420202 · Facility Supplies	-63.91
Bill Pmt -Check	05/09/2019	7802540		101000 · General Fund		202100 · Accounts Payable	-313.92
Bill	05/24/2019	482141/2	Sprinkler fire pump valve.	202100 · Accounts Payable		420423 · Building & Site	-16.33
People Facts							
Bill Pmt -Check	05/09/2019	7802541	Addons.	101000 · General Fund		202100 · Accounts Payable	-16.67
Bill	05/31/2019	2019051254	Monthly fee plus spring recruit checks.	202100 · Accounts Payable		420334 · Memberships & Registration F...	-325.46
PERS							
Liability Check	05/08/2019	ACH		101000 · General Fund		-SPLIT-	-283.20
Pickle Barrel							
Credit Card Charge	05/12/2019	55299G	Lunch for command training.	210570 · Costco Citi Card-Nickolay 7029	X	420389 · Food	-53.24
Public Agency Training Council							
Bill	05/16/2019	240765	New fire and arson investigator academy.	202100 · Accounts Payable		420384 · Training Classes	-325.00
RAE Water							
Bill Pmt -Check	05/09/2019	7802542		101000 · General Fund		202100 · Accounts Payable	-128.59
Bill	05/24/2019	FIRE-00	5400 Gooch Hill Road	202100 · Accounts Payable		420346 · Water/Sewer	-82.25
Bill	05/24/2019	GH 5370-00	5370 Gooch Hill Road	202100 · Accounts Payable		420346 · Water/Sewer	-42.74
Republic Services							
Bill Pmt -Check	05/09/2019	7802543		101000 · General Fund		202100 · Accounts Payable	-343.59
Ressler							
Bill	05/01/2019	2008522	Oil change.,	202100 · Accounts Payable		420945 · C-6-1	-67.88
Bill Pmt -Check	05/09/2019	7802544	56595	101000 · General Fund		202100 · Accounts Payable	-67.88
Rocky Mountain Supply							
Credit Card Charge	05/05/2019	113632	Lunch for extrication training.	210570 · Costco Citi Card-Nickolay 7029	X	420389 · Food	-15.03
Rosas Pizza							
Credit Card Charge	05/13/2019	36435G	Command training food.	210550 · Costco Citi Card-Revisky 3990	X	420389 · Food	-47.67
Rosie Barndt, CPA, PC							
Bill Pmt -Check	05/23/2019	7802561	April bookkeeping.	101000 · General Fund		202100 · Accounts Payable	-1,143.75
Sammy Saunders							
Bill Pmt -Check	05/09/2019	7802545	Wednesday night training food.	101000 · General Fund		202100 · Accounts Payable	-764.44
Bill	05/13/2019	108	Wednesday night training food for May.	202100 · Accounts Payable		-SPLIT-	-862.28
Bill Pmt -Check	05/23/2019	7802562	Wednesday night training food for May.	101000 · General Fund		202100 · Accounts Payable	-862.28
SEC, Inc.							
Bill Pmt -Check	05/09/2019	7802546	IT work at Sourdough.	101000 · General Fund		202100 · Accounts Payable	-1,611.00
Sign Solutions							
Bill	05/01/2019	SS56579	Trustee banner.	202100 · Accounts Payable		420336 · Public Relations	-226.77
Bill Pmt -Check	05/23/2019	7802563	Trustee banner.	101000 · General Fund		202100 · Accounts Payable	-226.77
Story Distributing							
Bill	05/21/2019	005663	Diesel additive.	202100 · Accounts Payable		420240 · Fuel	-42.82
Town and Country							
Bill	05/02/2019	472	Saunders, Deezy, Buffington, Vale, Elliot	202100 · Accounts Payable		420222 · Food	-55.41
Bill	05/05/2019	513	Saunders, Nose, Lympus, Schives, Konora	202100 · Accounts Payable		420222 · Food	-46.05
Bill	05/06/2019	511	Echert, Elliott, Haworth, Richard, Shives.	202100 · Accounts Payable		420222 · Food	-41.37
Bill	05/07/2019	169	Tuesday night. Barnes, Hilbert, M. Johnson, Leahy.	202100 · Accounts Payable		420222 · Food	-15.03
Bill	05/12/2019	217	Saunders, Buffington, Lympus, MJ, Charlten	202100 · Accounts Payable		420222 · Food	-41.25
Bill	05/15/2019	218	M Johnson, Robertson, Sairs, Vale	202100 · Accounts Payable		420222 · Food	-19.43
Bill	05/16/2019	425	Pickett, Marsh, Elliott, D. Johnson, Buffryton	202100 · Accounts Payable		420222 · Food	-48.13
Bill	05/19/2019	296	Station supplies and Saunders, Rif, Lympus,	202100 · Accounts Payable		-SPLIT-	-57.62
Bill	05/20/2019	284	Echert, Haworth, Richard, Vale	202100 · Accounts Payable		420222 · Food	-38.78
Bill Pmt -Check	05/23/2019	7802564		101000 · General Fund		202100 · Accounts Payable	-576.44
Bill	05/23/2019	390	Richard, Elliott, Marsh, Buffington	202100 · Accounts Payable		420222 · Food	-35.19
Bill	05/26/2019	223	Sauders, MJ, Charlton, Lympus, Marsh	202100 · Accounts Payable		420222 · Food	-44.61
Bill	05/26/2019	222	Wed night food.	202100 · Accounts Payable		420389 · Food	-40.77
Bill	05/27/2019	184	Richard, Haworth, Shives, Elliott, Killen	202100 · Accounts Payable		420222 · Food	-50.78

Hyalite Rural Fire District
Transaction List by Vendor
May 2019

Type	Date	Num	Memo	Account	Clr	Split	Amount
Town Pump							
Credit Card Charge	05/04/2019	170925	E-6.	210100 · Conoco	X	420240 · Fuel	-47.32
Credit Card Charge	05/04/2019	170921	R-6.	210100 · Conoco	X	420240 · Fuel	-22.06
Credit Card Charge	05/05/2019	143146	E-6	210100 · Conoco	X	420240 · Fuel	-30.89
Credit Card Charge	05/05/2019	165746	R-6.	210100 · Conoco	X	420240 · Fuel	-27.33
Credit Card Charge	05/06/2019	143847	C-6-1.	210100 · Conoco	X	420240 · Fuel	-43.00
Credit Card Charge	05/07/2019	170753	E-6.	210100 · Conoco	X	420240 · Fuel	-30.64
Credit Card Charge	05/12/2019	194937	C-6.	210100 · Conoco	X	420240 · Fuel	-29.03
Credit Card Charge	05/20/2019	140535	E-6.	210100 · Conoco	X	420240 · Fuel	-55.66
Credit Card Charge	05/21/2019	094815	C-6.	210100 · Conoco	X	420240 · Fuel	-27.00
Credit Card Charge	05/22/2019	142246	WT-6-1	210100 · Conoco	X	420240 · Fuel	-16.34
Credit Card Charge	05/22/2019	130315	C-6-2.	210100 · Conoco	X	420240 · Fuel	-60.00
Credit Card Charge	05/22/2019	100710	Gas for the plow truck.	210560 · Costco Citi Card-Eaton 2172		420240 · Fuel	-60.91
Tracy Echert							
Bill	05/13/2019	018023	Monday night shift food.	202100 · Accounts Payable		420222 · Food	-34.13
Bill Pmt -Check	05/23/2019	7802565	Monday night shift food.	101000 · General Fund		202100 · Accounts Payable	-34.13
United States Treasury							
Liability Check	05/08/2019	ACH	81-2360037	101000 · General Fund		-SPLIT-	-1,707.58
USPS							
Credit Card Charge	05/10/2019	463743238	Express mail to avoid late fees (Citi, Verizon, Conoco).	210550 · Costco Citi Card-Revisky 3990	X	420201 · Office Supplies and Materials	-22.05
Verizon							
Bill Pmt -Check	05/09/2019	7802547	April/May.	101000 · General Fund		202100 · Accounts Payable	-242.19
Bill	05/23/2019	9830786979	May/June.	202100 · Accounts Payable		420342 · Phones	-242.13
W.S. Darley & Co.							
Bill	05/29/2019	530198	Finance charge.	202100 · Accounts Payable		669100 · Other Charges	-2.28
Wex Bank							
Bill Pmt -Check	05/09/2019	7802548	0203-00-109722-9	101000 · General Fund		202100 · Accounts Payable	-669.32
Bill	05/22/2019	59411652	0203-00-109722-9	202100 · Accounts Payable		210100 · Conoco	-652.31
Whalen Tire Bozeman							
Bill	05/08/2019	313245	New tires.	202100 · Accounts Payable		420945 · C-6-1	-851.15

Hyalite Rural Fire District Missing Checks

May 2019

Type	Date	Num	Name	Memo	Amount
Paycheck	05/10/2019	7802519	Jason Revisky		-5,457.16
Liability Check	05/08/2019	7802520	Montana Firemen's Association		-207.35
Bill Pmt -Check	05/09/2019	7802521	Alex Richard	Breakfast before YMCA event.	-33.00
Bill Pmt -Check	05/09/2019	7802522	B and L Quality Repair LLC	Ignition switch for Old C-6-2.	-772.00
Bill Pmt -Check	05/09/2019	7802523	Barton Fabrication	Engine officer seat repair.	-100.00
Bill Pmt -Check	05/09/2019	7802524	Bound Tree Medical		-110.23
Bill Pmt -Check	05/09/2019	7802525	Century Link	April/May	-79.97
Bill Pmt -Check	05/09/2019	7802526	Citi Card		-3,404.81
Bill Pmt -Check	05/09/2019	7802527	Colin Prato [vendor]	Strainer for New R-6.	-23.14
Bill Pmt -Check	05/09/2019	7802528	Coppermine Fire Suppression Systems L...	Fire pump service call issue due to water in the controller.	-307.50
Bill Pmt -Check	05/09/2019	7802529	DirectTV	029404001	-160.98
Bill Pmt -Check	05/09/2019	7802530	Door Tech Incorporated	Emergency call out - cables were off and door #4 was stuck.	-791.25
Bill Pmt -Check	05/09/2019	7802531	General Distributing Co.	56625	-63.00
Bill Pmt -Check	05/09/2019	7802532	J&H INC	13753	-66.56
Bill Pmt -Check	05/09/2019	7802533	JA Gear	Repair turnouts.	-90.00
Bill Pmt -Check	05/09/2019	7802534	Kenyon Noble	Recruit training supplies.	-249.96
Bill Pmt -Check	05/09/2019	7802535	Moline		-321.10
Bill Pmt -Check	05/09/2019	7802536	Montana Occupational Health		-3,408.00
Bill Pmt -Check	05/09/2019	7802537	Montana State Fund	03-134600-0	-3,945.77
Bill Pmt -Check	05/09/2019	7802538	NAPA Auto Parts	12342	-320.52
Bill Pmt -Check	05/09/2019	7802539	Nathan Barnes		-580.89
Bill Pmt -Check	05/09/2019	7802540	Owenhouse-Ace Hardware		-313.92
Bill Pmt -Check	05/09/2019	7802541	People Facts	Addons.	-16.67
Bill Pmt -Check	05/09/2019	7802542	RAE Water		-128.59
Bill Pmt -Check	05/09/2019	7802543	Republic Services		-343.59
Bill Pmt -Check	05/09/2019	7802544	Ressler	56595	-67.88
Bill Pmt -Check	05/09/2019	7802545	Sammy Saunders	Wednesday night training food.	-764.44
Bill Pmt -Check	05/09/2019	7802546	SEC, Inc.	IT work at Sourdough.	-1,611.00
Bill Pmt -Check	05/09/2019	7802547	Verizon	April/May.	-242.19
Bill Pmt -Check	05/09/2019	7802548	Wex Bank	0203-00-109722-9	-669.32
Bill Pmt -Check	05/23/2019	7802549	BlueCross BlueShield of Montana	June health care.	-4,712.70
Bill Pmt -Check	05/23/2019	7802550	Brian Nickolay [vendor]	Gatorade.	-16.62
Bill Pmt -Check	05/23/2019	7802551	Century Link		-168.88
Bill Pmt -Check	05/23/2019	7802552	Charter Communications	8313200110672244	-270.27
Bill Pmt -Check	05/23/2019	7802553	Citi Card		-2,588.72
Bill Pmt -Check	05/23/2019	7802554	Connect Telephone and Computer Group	Repair phone system at Sourdough.	-265.00
Bill Pmt -Check	05/23/2019	7802555	Davis Johnson	Qdoba - D Johnson, Elliot, Barnes, Marsh.	-35.09
Bill Pmt -Check	05/23/2019	7802556	DirectTV	029404001	-165.23
Bill Pmt -Check	05/23/2019	7802557	Grass Monkeys Lawn Care	April services - mow, trim and clean yard.	-460.00
Bill Pmt -Check	05/23/2019	7802558	L.N. Curtis and sons		-1,707.92
Bill Pmt -Check	05/23/2019	7802559	Montana Occupational Health		-4,047.00
Bill Pmt -Check	05/23/2019	7802560	Northwestern Energy		-2,400.48
Bill Pmt -Check	05/23/2019	7802561	Rosie Barndt, CPA, PC	April bookkeeping.	-1,143.75
Bill Pmt -Check	05/23/2019	7802562	Sammy Saunders	Wednesday night training food for May.	-862.28
Bill Pmt -Check	05/23/2019	7802563	Sign Solutions	Trustee banner.	-226.77
Bill Pmt -Check	05/23/2019	7802564	Town and Country		-576.44
Bill Pmt -Check	05/23/2019	7802565	Tracy Echert	Monday night shift food.	-34.13

**HYALITE RURAL FIRE DISTRICT
BOARD OF TRUSTEES ANNUAL PUBLIC MEETING
SYNOPSIS**

DATE: MAY 21, 2019 TIME: 7:00 p.m.
LOCATION: Sourdough Fire Station, 4541 S. 3rd Rd., Bozeman, MT

In compliance with [MCA 2017 2-3-212](#) and the Hyalite Rural Fire District Bylaws, the minutes of HRFD Board of Trustees open public meetings are comprised of an audio recording and a written synopsis. The audio recording is designated as the official record of a meeting. The written synopsis serves to assist the public in accessing portions of the audio recording and is a good faith attempt to provide the public with another method to be informed about the actions of the Board. The minutes are available to the public at www.hyalitefire.org/board-meeting-minutes/ or at the Hyalite Rural Fire District Administrative Offices, 4541 S. 3rd Rd., Bozeman, MT, during its standard business hours.

TRUSTEES IN ATTENDANCE:

Pete Geddes
Walt Zidack
Nick Shrauger
Justin Miller
Jason Jarrett

STAFF IN ATTENDANCE:

Jason Revisky, Fire Chief
Brian Nickolay, Assistant Fire Chief
Lonna Braverman, Administrative Assistant

PUBLIC IN ATTENDANCE:

Bob Taylor	David King
Bob Ogren	Craig White
Larry Thomas	Tony Wastcoat
Mike Stenberg	Sandy Taylor
Craig Madson	Betty McCoy
Wayne Gipp	Don & Marilyn Murdock
Kerry White	Steve White
Mark & Kathy Yerger	

0:00:00	
0:00:00	CALL TO ORDER OF HYALITE RURAL FIRE DISTRICT Chair Geddes called the meeting to order and reminded the public that the meeting was being recorded.
0:01:03	PUBLIC COMMENT ON MATTERS NOT INCLUDED IN THE AGENDA None
0:01:15	RECOGNITION OF OUTGOING TRUSTEE Chair Geddes thanked outgoing Trustee Chuck Tate for his many years of

	service on the Board. He reminded the public that HRFD needs them to participate.
0:01:36	INSTALLATION OF NEW TRUSTEE Chair Geddes recognized Jason Jarrett, who was recently appointed to the HRFD Board of Trustees.
0:02:01	ELECTION OF BOARD OFFICERS – CHAIR, VICE CHAIR, TREASURER, SECRETARY Chair Geddes called for nominations for Board Chair. Walt Zidack nominated Pete Geddes for Chair position, there were no other nominations. Unanimous vote in favor. Chair Geddes call for nominations for Board Vice Chair. Walt Zidack nominated Justin Miller for Vice Chair position, there were no other nominations. Unanimous vote in favor. Chair Geddes called for nominations for Board Treasurer. Pete Geddes nominated Walt Zidack for Treasurer position, there were no other nominations. Unanimous vote in favor. Chair Geddes called for nominations for Board Secretary. Pete Geddes nominated Nick Shrauger for Secretary position, there were no other nominations. Unanimous vote in favor.
0:03:31	INTRODUCTION OF DISTRICT TRUSTEES, STAFF, AND VOLUNTEERS Chair Geddes asked staff and Trustees to introduce themselves to the public.
0:04:26	HYALITE CONSENT AGENDA Chair Geddes asked if there were any requests to remove items from the Consent Agenda. There were no such requests. He asked for motion to approve the Consent Agenda. Motion: Trustee Zidack made motion to approve consent agenda as presented. Second: Trustee Jarrett seconded the motion. Vote: Approved <i>[See Board Packet for the Consent Agenda items approved.]</i>
0:04:40	REGULAR AGENDA
0:04:40	Recent HRFD News Stories Chair Geddes indicated this is the annual meeting, and wanted to keep the interaction with the public relatively informal. He sees the main job of Board to represent the public and make sure their tax dollars are being well spent -- providing excellent customer service with the funds the public gives us. He wants to ensure the Board continues to build a culture at HRFD that is positive, attracts the kind of people we want to serve the public, and is enduring. Running a fire department is expensive, and the Board is making sure funds for capital outlays is being set aside each year.

	<p>The HRFD Financial Dashboard was displayed and described by Walt Zidack. He also described the expenditure approval and payment process.</p> <p>Chair Geddes indicated the policies are being reviewed, updated, and posted on the website, using a Policy Review Subcommittee of Geddes and Shrauger.</p>
0:13:50	<p>Board Presentation and Discussion of Current and Possible District Finances, Issues, and Concerns</p> <p>Chair Geddes praised Chief Revisky and Assistant Chief Nickolay for their recruiting and training efforts, and developing an excellent team of volunteers. A recent news clip about the volunteers at HRFD was played for the public (http://nbcmontana.com/news/local/bozeman-fire-department-breaking-nationwide-trend-of-volunteer-firefighter-shortage).</p>
0:16:55	<p>Trustee Shrauger talked about the extensive training HRFD does and the importance of the involvement of the public.</p> <p>Chief Revisky provided more details of the volunteer staff and talked about the importance of developing young people. He also described the HRFD call response times.</p>
0:23:06	<p>Chair Geddes asked the public if they had questions.</p> <p>Public member Bob Ogren asked a question about any financial issues or concerns the Board has. Trustees Geddes, Zidack, Shrauger, and Jarret responded.</p> <p>Betty McCoy asked Chief Revisky to give an update on the new rescue truck. She also asked when another new vehicle would be needed. Chief Revisky responded.</p> <p>Betty McCoy asked if any changes were needed in the training programs and resources. Chief Revisky responded.</p>
0:36:35	<p>Chief Revisky addressed a question on tenure of the volunteers.</p> <p>Chief Revisky addressed a question about mutual aid relationships given some recent issues raised about the 911 Center.</p> <p>Walt Zidack addressed a question about funding a future fire station to handle expected growth. Chief Revisky also responded.</p> <p>Chief Revisky responded to a question about the expected growth pattern of the district. Steve White also responded.</p>

0:50:34	<p>Review of Bylaws and Board Policies</p> <p>As mentioned previously, the Board Subcommittee is reviewing and updating policies. The Bylaws were recently updated in that process, so there is nothing further needed on the Bylaws now.</p>
0:50:50	<p>Discussion and Decision — Proposed FY2020 Budget</p> <p>Treasurer Zidack presented the proposed FY2020 budgets, discussed at last meeting. One has the addition of dental insurance for full-time employees and one is without dental insurance. He also addressed the county budget process.</p> <p>Chair Geddes asked for public comment. There was no public comment.</p> <p>Motion: Trustee Zidack made motion to approve the proposed FY2020 budget, including the dental insurance (effective 7/1/2019), as presented. Second: Trustee Miller seconded the motion. Vote: Approved</p> <p><i>[See Attachment A for proposed HRFD FY2020 budget to be delivered to Gallatin County by May 23, 2019]</i></p>
1:00:58	<p>Discussion and Decision — Proposal for New Force Main by Rae Water and Sewer District</p> <p>Mike Stenberg of Hyalite Engineering, representing Rae Water & Sewer District, presented proposal requesting easement for pipeline to convey reclaimed wastewater across Gooch Hill Rd to some new infiltration galleries. It would run about 10 feet south of Rae Fire Station. An old line on the north side of Rae Fire Station would be abandoned and capped. There was discussion on impact on ingress/egress to Rae station during construction.</p> <p>David King, manager of Rae Water & Sewer, indicated old easement (on north side of station) would be abandoned and replaced by this new easement. There was discussion on details of abandoning the old pipe, with HRFD stipulating it should be capped on each end.</p> <p>Steve White indicated this makes sense and should be pursued.</p> <p>Motion: Trustee Zidack made motion to approve pursuing easement for new force main pipeline on Rae Station property with Rae Water and Sewer. Second: Trustee Shrauger seconded the motion. Vote: Approved</p> <p><i>[See Attachment B for Preliminary Force Main routing diagram]</i></p>
1:14:47	<p>Discussion and Decision — Updated Signage for HRFD Buildings</p> <p>Lonna Braverman indicated she did not have final bids for building signage, but presented specs for the signage. The Board tabled this item until next meeting.</p> <p>Chair Geddes asked for public comment. There was no public comment.</p> <p><i>[See Attachment C for building signage specs]</i></p>

1:16:54	<p>Discussion and Decision — Improving Public Engagement</p> <p>Board is working on acoustics in the meeting room and making sure meetings are accessible to everyone.</p> <p>Trustee Shrauger presented his research so far on a sound system for the conference room and sought approval from board to continue getting bids.</p> <p>Motion: Trustee Jarrett made motion to direct Nick Shrauger to move forward on getting bids on a sound system for the conference room.</p> <p>Second: Trustee Miller seconded the motion.</p> <p>Vote: Approved</p> <p>Trustee Shrauger presented information on a marquee sign for HRFD.</p> <p>Motion: Trustee Shrauger made motion to continue investigating reader board signs for HRFD.</p> <p>Second: Trustee Jarrett seconded the motion.</p> <p>Vote: Approved</p> <p>Chair Geddes presented some ideas for how the Board could better participate in the 3 annual HRFD events and interact more with the public.</p>
1:28:55	<p>Discussion — Sourdough Station Bonds</p> <p>Trustee Shrauger presented information about prepaying and refinancing bonds. The Board agreed it should consider prepayment or refinancing when possible, but must weigh against the risk of not meeting annual operation expenses and adequately funding capital reserve funds. Steve White indicated it should be a standard practice of the HRFD Board to analyze bond refinance during the timeframe it is allowed.</p> <p><i>[See Attachment D for Station Bonds Refinance/Prepayment Overview]</i></p>
1:40:16	<p>Fire Chief's Report</p> <p>Chief Revisky indicated he gave updates earlier in this meeting, so did not need to present further information. He did address a public question on issues with septic system at Sourdough station (at 1:41:46).</p> <p><i>[See Attachment E for Fire Chief's Report]</i></p>
1:40:50	<p>Trustees' Activities</p> <p>None</p>
1:41:06	<p>Announcements</p> <p>Policy Subcommittee will meet June 10 at 7:30am to review Governance Policy.</p> <p>Next Trustee meeting will be held June 18 at 7:00pm.</p>
1:44:20	ADJOURNMENT

Attachment A

**Proposed HRFD FY2020 Budget to be
Delivered to Gallatin County by May 23,
2019**

MEMORANDUM

TO: Gallatin County Special Districts & County Libraries
FROM: Justine Swanson, Finance Director
DATE: May 2, 2019
SUBJECT: Fiscal Year 2019-2020 Budget Preparation

Enclosed are your expenditure and revenue budget request forms for use in submitting your FY 2020 Requested budgets.

Please note that forms are to be sent directly to:

Finance Office
311 West Main Street, Room 304A
Bozeman, MT 59715

Or scanned and emailed to justine.swanson@gallatin.mt.gov

Please return all completed forms by to May 23, 2019

Your budget request must meet each of the requirements listed below for the County Commissioners to consider your FY 2020 Budget Request. The requirements are:

1. **Expenditure and revenue forms must be completed in detail.**
 - Complete the form showing Current Year (FY 19) Budget, Estimated Year-End Expenses and your Requested FY 2020 Budget. Please include all debt payments in the lines shown.
 - If you plan to use money set aside in prior years from capital reserves or fire impact fees, you must indicate the reason, amount and a description of how the cash is to be used. Utilization of Fire Impact Fees should include how the purchase will enhance the department's capabilities, as outlined in the County Impact Policy.
2. **The submitted budget must be signed by a quorum of the board members, if applicable, or the Director of the Agency.** Please inform the Finance Office if you are requesting changes to fees or Mill Levies.

If you have questions regarding the preparation of your budget request or if this budget packet was sent to the wrong individual or mailing address, please contact Finance Director, Justine Swanson at 582-3002. **Please return all forms (except Outstanding Warrant Listing) by May 24, 2019.**

Reminder: If you write your own warrants, a list of warrants outstanding at the **end of JUNE 2019**, will need to be sent to the Finance Office **no later than July 22, 2019** or within 5 days of receipt of your **June 2019** Treasurer's Report.

→ Trustees -
Sign the following
3 pages

**GALLATIN COUNTY
SPECIAL DISTRICT & LIBRARY BUDGET FORM
FY 2019-2020**

FUND NUMBER 7220


DISTRICT NAME Hyalite Rural Fire District

ANNUAL EXPENDITURE REQUESTED BUDGET

DESCRIPTION	FY 18-19 CURRENT BUDGET	FY 18-19 ESTIMATED YEAR END	FY 2019-2020 REQUEST	COMMENT
Salaries & Wages	350,000	325,000	366,500	Add ½ employee and dental
Employer Contributions				
<u>subtotal</u>	350,000	325,000	366,500	
Office / Operating Supplies	117,000	106,000	117,000	
Oil & Gas	36,000	29,000	36,000	
Utilities	52,000	49,000	52,000	
Repair & Maintenance	105,000	75,000	105,000	
Travel	3,000	1,000	3,000	
Training	51,000	40,000	51,000	
Professional Services	116,500	110,000	121,500	
Contract/Donations				
Debt Payment – Principle	175,000	175,000	180,000	
Debt Payment – Interest	67,225	67,225	61,975	
<u>Subtotal</u>	722,725	652,225	727,475	
<u>USE OF FIRE IMPACT FEES</u>				
<u>Subtotal</u>				
Capital Outlay (spend this yr.)		71,400		
Capital Reserve (future yr.)	1,403,858	268,750	193,000	FY2018-19 total budget reserve accounting for HRFD
<u>Subtotal</u>	1,403,858	340,150	193,000	
TOTAL	2,476,583	1,317,375	1,286,975	


BOARD APPROVAL:

We hereby submit for your review and approval our fiscal year 2019-2020 budget request.

 406-539-5047
Chairman Phone

 406-582-5557
Trustee Phone

 580-1938
Trustee Phone

 406-539-3360
Trustee Phone

 406-539-4358
Trustee Phone

Trustee Phone

**GALLATIN COUNTY
SPECIAL DISTRICT & LIBRARY BUDGET FORM
FY 2019-2020**

FUND NUMBER 7720

DISTRICT NAME Hyalite Rural Fire District


ANNUAL REVENUE ESTIMATES

DESCRIPTION	FY 18-19 CURRENT YEAR BUDGET	FY 18-19 ESTIMATED YEAR END	FY 2019-2020 REQUEST	COMMENT
Interest	20,000	20,000	20,000	
Fire Insurance Comp				
2 % Motor Vehicle Tax				
Contributions/Donations	1,700	650	500	
Fire Impact Fees				
Contracts				
Penalty & Interest on Taxes				
Miscellaneous Revenue	4,000	33,100	4,000	
Loan or Bond Revenue				
Other income	36,000	36,900	36,000	
Gallatin County Contribution				
<u>Subtotal</u>	61,700	90,650	60,500	
Cash net of operating reserve	1,221,167			
Real Property Taxes	951,491	984,500	984,500	Includes Personal Property Tax
Personal Property Taxes				
Mill Levy	242,225	242,225	241,975	
<u>Subtotal</u>	2,414,883	1,226,725	1,226,475	
TOTAL	2,476,583	1,317,375	1,286,975	

BOARD APPROVAL:

We hereby submit for your review and approval our fiscal year 2019-2020 budget request.

 406-539-9042
Chairman Phone

 406-539-3360
Trustee Phone

 406-582-5557
Trustee Phone

 406-539-4358
Trustee Phone

 580-1838
Trustee Phone

Trustee Phone

**GALLATIN COUNTY
FY 2020 REQUEST FORM
CAPITAL RESERVE CODE 905**

Definition of Capital Reserve (Object Code 905): Your "Savings Account". Capital reserve is established for the replacement and acquisition of property or equipment costing in excess of \$5,000 with a life expectancy of two (2) years or more.

Dollars budgeted in code 905 may not be spent in this fiscal year.

FOR ITEMS TO BE PURCHASED IN FUTURE YEARS

District or Library Name					
Fund Number					
Box 1 - FY 2019 Capital Reserve Budget					
Box 2 - Capital Reserves being used in FY 2020					
Requested Item/Project Description	Estimated Total Cost	Estimated Purchase Date	Reserved To Date	FY 2020 Requested Increase	
				a)	
				b)	
				c)	
				d)	
				e)	
Box 3 - Total FY 2020 Requested Increase (Sum a-e)					
Box 4 - Total Capital Reserve Budget for FY 2020 (Box 1 minus box 2 plus box 3)					
Justification / Reason					
Signature				Date	

CONTACT INFORMATION FORM

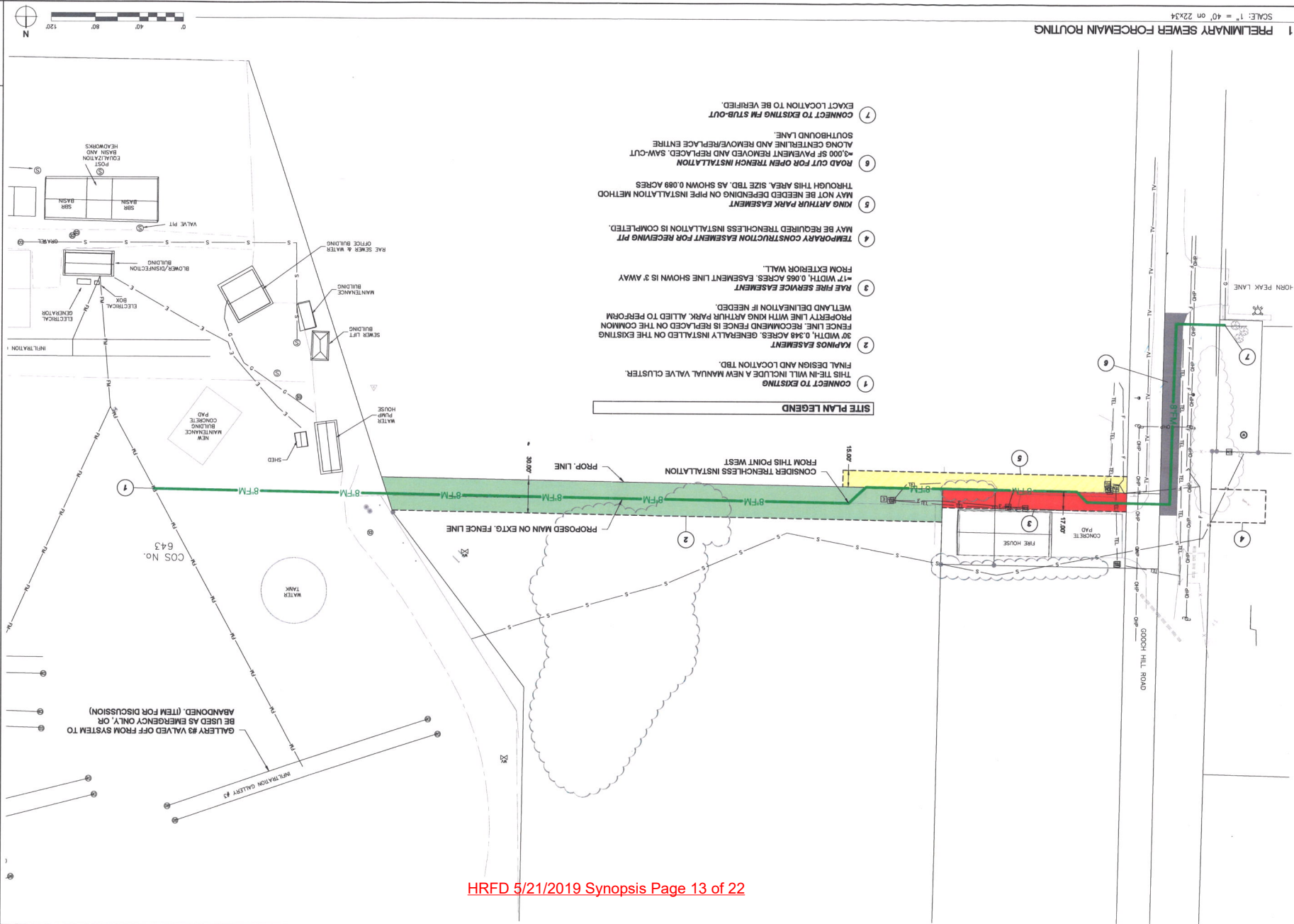
To be completed each year

NAME OF ORGANIZATION	Hyalite Rural Fire District
MAILING ADDRESS	Sourdough Fire Station, 4541 S. 3rd Bozeman, MT
BUDGET DOCUMENTS – Budget Documents will be forwarded to the following Primary Contact. If budget documents are unable to be delivered to the Primary Contact, they will be sent to the Secondary Contact person.	
1) Name of Primary Contact Person	Lonna Braverman
Title	Administrative Assistant
Phone Number	406-586-3770
Email Address	admin@hyalitefire.org
Mailing Address (If different than above)	
2) Name of Secondary Contact Person	Walter Zidack
Title	Treasurer
Phone Number	406-539-4358
Email Address	wzidack@hyalitefire.org
Mailing Address (If different than above)	
SIGNING AUTHORITY INFORMATION - Should a contract be awarded, the following signatory(s) will be designated in the contract.	
Name of Primary Signatory	Jason Revisky
Title	Chief – HRFD
Name of Secondary Signatory	Walter Zidack
Title	Treasurer – HRFD

*In order to help us expedite the administrative process, please submit the completed form with your budget request to the Gallatin County Finance Office, 311 West Main Street, Room 304A, Bozeman, MT, 59715, or by email to justine.swanson@gallatin.mt.gov.

Attachment B

Preliminary Force Main Routing Diagram



RAE GALLERY EXPANSION
PRELIMINARY FORCEMAIN ROUTING

MAY 2019

FIG 1

Attachment C

Building Signage Specs

1. Sourdough Fire Station at 4541 S. 3rd Rd. – East side of building
 - a. Add 24" tall, 1/4" flat cut aluminum letters with stud mount -- "HYALITE FIRE DEPARTMENT", centered over the 3 bay doors (leftmost 3 doors in picture)



2. Sourdough Fire Station at 4541 S. 3rd Rd. – South side of building

a. existing logo to be modified:

- i. 5" tall, 1/4" flat cut aluminum letters with stud mount -- "SOURDOUGH" changed to "HYALITE"
- ii. 15" tall, 1/4" flat cut aluminum letters with stud mount -- "7" changed to "6"



3. Cottonwood Fire Station at [10200 S. Cottonwood Rd.](#) – West side of building

- a. Add 13.75" tall, 1/4" flat cut letters with stud mount, red powder coated -- "HYALITE FIRE DEPARTMENT", centered over the 2 bay doors (above windows and lights)
- b. Add 10" tall, 1/4" flat cut aluminum letters with stud mount -- "COTTONWOOD STATION" (2 lines), centered in red part of building



4. Rae Fire Station at [5400 Gooch Hill Rd.](#) – West side of building

- a. 14.5" tall, 1/4" flat cut letters with stud mount, red powder coated -- "HYALITE FIRE DEPARTMENT", centered over the 2 bay doors (above lights)
- b. Replace the blue sign on right side of bay doors with 7" tall, 1/4" flat cut letters with stud mount, red powder coated – "RAE STATION" (2 lines)



Attachment D

Station Bonds Refinance/Prepayment Overview

HRFD Sourdough Station Bond debt (L T Debt Group)

I was curious how the mortgage on the Sourdough Station was handled. Walt was able to give me data on the yearly payment.

I dug into this matter as I wanted to see if was possible to prepay the loan.

I visited Finance Director Justine Swanson. She said it was possible to prepay the principal. However for details she directed me to Bridget Ekstrom (406-556-6965) DA Davison who handled the bonds. U.S. Bank takes care of these bonds.

Bridget provided me with the following information:

1. Bond debt can be repaid, but only after ½ of the bond life has been completed. For HRFD, we are fortunate that the bonds are 15 year. Our first day to make a bond repayment or refinancing is January 1, 2021.
2. Bonds are processes in \$5000 increments. Interest rates vary. At this time we owe \$460,000 in bonds with 3.875% rate. (There are others at lower interest rates).

It is Bridget's opinion that we would be timely in starting to consider what we might do to handle this debt. She points out that it takes 30-60 days of notice to U.S. Bank before any action could be taken. That means we have now until October of 2020 to research and make decisions.

I think there are three possibilities of action:

1. Do nothing.
2. Refinance (hopefully the new rate of interest would be worth the refinancing costs).
3. Begin over time to pay off principal in \$5000 increments. These payments, of course, would be balanced with other financial needs of HRFD.

It seems to me that it would be a good outreach to inform our public of this situation and that we are considering ways to be even more fiscally prudent.

I also inquired about the interest rate we receive on our Capital Reserve Accounts. It is set by the Montana Short Term Investment Pool (STIP). Rates vary, but information can be found on line. Currently we are earning about 2.5%

Nick Shrauger
April 22, 2019

Attachment E

Fire Chief's Report

Hyalite Rural Fire District

Fire Chief's Report

May 2019

Prepared by: Fire Chief Jason Revisky

1. The Hyalite Fire Department has responded to 200 calls in 2019 (through 5/20/2019).
2. Our current roster is at 45 members (effective 5/20/2019).
3. We currently have 8 resident firefighters living at the Sourdough Fire Station.
4. We still are staffing the Cottonwood Fire Station with our sleeper program Sunday – Thursday nights with a crew of 5 each night.
5. We still have 3 resident renters at the Rae house.
6. We continue to perform regular training every Wednesday night at 7pm.
7. We continue to perform our twice a month command training. Command trainings are the second and last Monday of each month at 7pm at Sourdough station.
8. The Spring 2019 firefighter recruit academy continues with 6 recruits
9. We have experienced no firefighter injuries or significant mechanical breakdowns in the last month.
10. All of our apparatus are in service at this time, except for:
 - New Rescue 6 – update.
11. Sourdough fire station septic system – update.

Consent Agenda End

Regular Agenda Item 3

Sound System Proposal

HRFD SOUND SYSTEM ADDITION PROPOSALS

3-Jun-19

Compiled by Nick Shrauger and Alan Harper

The following three proposals were obtained as part of the research to complete the sound system at the Sourdough Station.

Currently at the station are two ceiling speakers connected to an existing amplifier. At the May 2019 meeting a test of the system was made to see if the existing equipment (amplifier and speakers) together with a borrowed mixer and one microphone.

This test provided satisfactory sound for all people in attendance. Public members indicated the sound was improved, and the board voted to investigate a permanent solution. The added sound level did not compromise the meeting recording.

Jerico Studios and Music Villa are local vendors, and the third proposal B & H is internet.

The proposal is based on having a minum of 8 microphone positions ie 5 board, 2 staff, and 1 public at podium. Each mic has a stand and an on/off switch

JERICO STUDIOS, BOZEMAN

Item	Units	Description	Cost	Total	
Mixer	1	Rolls RM82 8 Chan	\$225	\$ 225.00	Local supplier; wired, best quality mics, \$184 Cost per channel (8 mics) , most expensive cost for optional wireless mic.
Rack	1	SKB 4u Rack case	\$ 174.99	\$ 174.99	
Desk stand	8	OSP	\$ 12.89	\$ 103.12	
Microphone	8	Shure SM58 w Switch	\$ 104.00	\$ 832.00	
Cables. Mic	8	XLR, 25 foot	\$ 16.99	\$ 135.92	
Option	1	wireless mic	\$ 599.99		
TOTAL				\$ 1,471.03	

MUSIC VILLA, BOZEMAN

Mixer	2	Dennon 312X (12 Ch)	\$ 180.00	\$360	Local Supplier, wired, good quality mics, spare channels additional channel for staff, wired mics, and spares \$89 per channel (9 mics); has 3 additional channels for spares, least cost for optional wireless mic adaptor plug
Rack	NA				
Desk stand	8	DS 7200B Adjustable	\$ 15.00	120	
Microphone	8	ProFormance w/sw	\$ 40.00	320	
Cables. Mic	20	in house XLR		0	
Option	1	NUX Wireless plug	\$ 240.00		
TOTAL				\$800	

B & H INTERNET

Mixer	1	Pyle Pro VHF Wireless	\$ 277.99	\$ 277.99	Wireless system; 1 yr warrenty, mixed reviews, no way to test without purchase.
Rack					
Desk stand					
Microphone	8	Goose neck, included			
Cables. Mic					
Option					
TOTAL				\$ 277.99	

Cable connection(s?) between HRFD amplifier, and mixer is not specified.