

**Seeley Lake Rural Fire District  
Seeley Lake, MT 59868  
Regular Board Meeting Agenda  
December 15, 2025  
6 p.m.**

**200 Firehouse Dr  
Seeley Lake MT 59868**

**I. Pledge of Allegiance**

**II. Call to Order/Roll Call**

**III. Correction and/or Approval of Minutes**

\_\_\_\_\_ made a motion to approve November 17, 2025, minutes, \_\_\_\_\_ seconded the motion.  
Motion Yes/No.

**III. Public Comments/Correspondence**

**IV. Financial Report and Approval of Checks and Warrants**

\_\_\_\_\_ made a motion to approve the November 2025 financial report in the amount of \$  
\_\_\_\_\_. \_\_\_\_\_ seconded the motion. Motion Yes/No.

**V. Reports**

- Call Volume
- Recruitment
- Grants Update
- Update/Actions

**VII. Old Business**

- Update Financial Audit
- Update Operation Audit
- Update Administrative position
- Update Maintenance Position
- Chief Position

**VIII. New Business**

- Equipment
- Advisory Board
- Community Survey Results
- Administrative

**IX. Next Month Agenda Items**

- January Reports

**X. Adjournment/Next Meeting**

- January 19<sup>th</sup>, 2026

**Seeley Lake Rural Fire District  
Seeley Lake MT 59868  
Regular Board Meeting  
Minutes for November 17, 2025**

**200 Firehouse Dr  
Seeley Lake MT 59868  
6:00 p.m.**

Present: Interim Fire Chief Blain Cowan; Jon Kimble, acting Chair, Susan Monahan, Secretary; Shirley Goudzwaard, Trustee; Rita Rossi, Trustee,

**I. PLEDGE OF ALLEGIANCE**

Led by Cowan

**II. Call to Order/Roll Call**

Jon Kimble, Susan Monahan, Shirley Goudzwaard, Rita Rossi, Blaine Cowan, Mike Bowman

**III. Correction and/or Approval of Minutes**

Rossi made a motion to approve October 20, 2025, minutes, Monahan seconded the motion. Goudzwaard opposed. Motion passed.

**IV. Public Comments for Items not on the Agenda/Correspondence**

Placid Lake Association donation sent a donation of \$250.

Joanne Wallenburn sent a pdf statement via email, attached.

**V. Financial Report and Approval of Checks and Warrants**

Monahan made a motion to approve the September 2025 expense report in the amount of \$57,036.74. Goudzwaard seconded the motion. Motion passed.

Monahan made a motion to approve the October 2025 expense report in the amount of \$43,999.14. Goudzwaard seconded the motion. Motion passed. Discussion revolved around lack of information from the county regarding income and expenses. Monahan and Cowan have been working to obtain financials. They received all of 2024 and up to September 2025. The accountant is working to reconcile and has questions which have been submitted to the county. To date those questions have not been answered.

## **VI. Reports**

### **Call Volume**

October 2025	YTD 2025
31	324

**Recruitment** – 20 volunteers currently, 2 applicants one has been accepted, 1 interview, planning to continue more outreach

**Grants Update** – Bowan reported seven grants in the works. Purchased four new radios with DNRC grant for \$5,800, \$1,800 match from district.

**Update/Actions** – Cowan reported Kids Movie Night was a success with 43 people in attendance. Thank you to Corey's, Lindey's, the Ellinghouses and Pages. Continue to work on cleaning upstairs. A couch and loveseat have been donated. Switch to Nexus, Federal reporting for stats has been clunky. Cowan reported looking to switch ambulance billing services to in state provider. Fire training last month with Life Flight.

**Membership Report** – No report

## **VII. Old Business**

Operations Audit - Board received information that Fire Logistics had provided a revised estimate for the audit in the amount of \$7,000. The board had previously approved of \$5,000. Monahan made a motion to approve the revised estimated estimate for the operations audit. Rossi seconded. Motion passed.

Financial Audit – Monahan reported she had not yet reached out the Marht as the current accountant was conducting a review based on information received from the county. Didn't want to incur additional costs if current accountant could provide the information.

Administrative – Zoom is up and running. Emailing of board packets was discussed. It was determined posting to the website would be more efficient. Monahan made a motion to post board packets on the website. Goudzwaard seconded the motion. Motion passed.

Chief posting – revised job description was up. To date eight responses. No interviews have been scheduled. Questions came up regarding committee. Kimble asked for a written proposal.

Maintenance position – It was recommended that position of 30 hours per week at \$15/hour. Current staff and volunteers have been getting the work

done. Monahan made a motion to post the maintenance position.  
Goudzwaard seconded. Motion passed.

**VIII. New Business**

Administrative Assistant – Cowan advised position had posted with two applicants and a possible third. They were hoping to conduct interviews the following week. He advised the board Mary Ellen Stubbs had been helping out on a voluntary basis but was asking to receive \$25 per hour until the position was filled. Goudzwaard made a motion to pay Stubbs for the extra help. Rossi seconded the motion. Motion passed.

Community Survey – Monahan made a motion to approve the presented community survey to be conducted. Rossi seconded. Motion passed.

**IX. Next Month Agenda Items**

December Reports

**X. Adjournment/Next Meeting**

Meeting adjourned at 7:20 p.m. Next meeting January 19, 2026

**Deposit Detail**  
**Seeley Lake Rural Fire District**  
**November 2025**

	Transaction date	Transaction type	Customer full name	Amount
101 101 MISSOULA COUNTY ACCOUNT				
	11/04/2025	Payment	EMS MC	\$ 2,082.56
	11/05/2025	Payment	EMS MC	\$ 1,141.94
	11/07/2025	Payment	EMS MC	\$ 869.92
	11/07/2025	Payment	EMS MC	\$ 233.93
	11/07/2025	Payment	EMS MC	\$ 221.73
	11/12/2025	Payment	EMS MC	\$ 700.92
	11/13/2025	Payment	EMS MC	\$ 221.92
	11/13/2025	Payment	EMS MC	\$ 868.47
	11/14/2025	Payment	EMS MC	\$ 1,392.56
	11/14/2025	Payment	EMS MC	\$ 1,957.25
	11/17/2025	Payment	EMS MC	\$ 669.78
	11/18/2025	Payment	EMS MC	\$ 868.47
	11/19/2025	Payment	EMS MC	\$ 786.86
	11/24/2025	Payment	EMS MC	\$ 880.79
	11/25/2025	Payment	EMS MC	\$ 1,543.46
	11/28/2025	Payment	EMS MC	\$ 224.69
<b>TOTAL</b>				<b>\$ 14,665.25</b>

Monday, December 08, 2025 03:17 PM GMT-07:00

# Bill Payment List

Seeley Lake Rural Fire District  
November 2025

Date	Num	Vendor	Amount
<b>101 000 CHECKING ACCOUNTS</b>			
<b>101 101 MISSOULA COUNTY ACCOUNT</b>			
11/05/2025	DD		-2,198.54
11/05/2025	DD		-1,077.24
11/05/2025	DD		-1,452.67
11/18/2025	79010519	WEX Bank	-1,341.80
11/19/2025	DD		-2,198.54
11/19/2025	DD		-1,259.83
11/19/2025	DD		-1,651.37
11/16/2025	79010566	Art & Rays Lock & Safe	-491.00
11/16/2025	79010567	Blackfoot Telephone Coop	-53.68
11/16/2025	79010569	Cory's Valley Market	-45.63
11/16/2025	79010568	Citizens Alliance Bank	-5,206.96
11/16/2025	79010570	EMS Manag.& Consultants, Inc.	-2,315.15
11/16/2025	79010572	Kelley Create	-578.85
11/16/2025	79010571	IntelliCorp	-272.00
11/16/2025	79010573	Life-Assist Inc	-207.87
11/16/2025	79010574	Missoula Electric Coop	-743.40
11/16/2025	79010575	ReMarkable Cleaning Pro, Inc.	-300.00
11/16/2025	79010576	Republic Services #889	-171.72
11/16/2025	79010577	Rovero's	-140.74
11/16/2025	79010578	Seeley Lake Auto Parts	-460.93
11/16/2025	79010579	Doug Winz	-870.00
11/26/2025	79010580	CBB	-2,245.42
<b>Total for 101 101 MISSOULA COUNTY ACCOUNT</b>			<b>-\$25,283.34</b>
<b>Total for 101 000 CHECKING ACCOUNTS with sub-accounts</b>			<b>-\$25,283.34</b>
<b>TOTAL</b>			<b>-\$25,283.34</b>