

Fountain Lake Fire Protection District
Board of Commissioners Monthly Meeting
July 17, 2023

CALL TO ORDER:

6:00 pm

COMMISSIONERS PRESENT: QUORUM PRESENT

Jerry Vaughn (Chairman)
John Brandt (Secretary/Treasurer)
Lee Coatney
Rachel Peters

COMMISSIONERS ABSENT:

Joe Turner

OTHER ATTENDEES: Chief Jeff Hayes, Asst. Chief Brian Shannon, Capt. Mike Rigsby, Capt. Scott Greene, Justin Covey, Stephanie Covey, Johnny Arnold, Karl Lowry, Martha Coatney, Stephanie Covey, Debbie Shannon, and Harry Baker

MINUTES FROM MEETING:

Prior meeting minutes:

Minutes from the June 19, 2023 meeting were reviewed.

The June Minutes are accepted by consensus.

Financial Report:

John presented the P&L, Balance Sheet, Cash Flows, and P&L Actual vs Budget reports for the month of June.

Bank Accounts:

General - \$50,677.67
Restricted - \$34,257.10

Financial reports are accepted by consensus.

Chief's Report (Jeff):

Interim Chief Hayes gave the chief's report. He reported there was a total of 77 calls (4 fires, 65 Rescue & Emergency Medical, 1 Hazardous Condition, 2 Service Calls, 1 Good Intent, 1 False Alarm, 1 Severe Weather, & 2 Special Incidents).

Chief's report is accepted by consensus.

Publicity Report (John):

John reported on posting about our board meeting as well as posting about highways being closed due to accidents.

Publicity report accepted by consensus.

Maintenance Report (Brian):

- Engine 1
 - Needs an air filter which costs about \$140 and a slack adjuster for the brakes on the front driver's side which will cost about \$105. Slack adjuster has not yet come in. Engine #1 also will need annual service.
 - Old Engine #1:
 - The board authorized Brian to relist old Engine #1 for sale. Nothing has yet happened on getting Engine #1 sold. Brian is asking for us to put it at auction and on Facebook. There was a discussion for how much we should list the engine.
Motion: John moved that Brian be authorized to list Engine #1 on an auction site with a reserve of \$28,000 and on a free sale site for \$35,000.
Second: I Lee seconded
Passed: Unanimously
- Engine 2
 - Only needs annual service
- Tanker 1
 - Will be needing annual service later this year.
 - Replaced a 2 6" nipples on both sides.
- Tanker 2
 - Tank motor got damaged and is throwing oil. Part came in. Status on installation
 - Brian said that he and Shawn put the carburetor back together Brian said that he only has to put the pump back together and get it installed. Brian reported that he has the engine running.
- Rescue 1

- The board authorized Brian to list Rescue #1 for sale. Brian reported that it has been relisted for sale with company called FireTec. He said there has been some interested, but not as much as he was hoping to see. Brian is going to look for other sources to list Rescue #1.

Motion: John moved that Brian be authorized to list Rescue #1 for sale for the price of \$5,000 but no less than \$2,500.

Second: I Rachel seconded

Passed: Unanimously

- Rescue 2
 - Needs a 4" water control valve. It costs about \$1,500. Only is needed to connect to Hot Springs trucks. It is recommended that we eliminate this item.
 - Replaced the headlights with halogen lights.
- Brush 1 (Forestry)
 - Will need annual service
 - There is a maintenance problem with the sled in the bed of the truck. Tabled until next month.
 - Did an alternator repair and installed a rebuilt alternator.
 - Brian discussed a Brush/Rescue truck that will be auctioned in the next day or two in Texas. John projected images of the vehicle onto the screen. There was much discussion about purchasing a vehicle unseen. The board decided not to bid on this vehicle.
- Station 1
 - Mike was previously authorized to spend up to \$250 to identify location of septic tank. Mike has dug several holes up to 5' to 6' deep and still has not found the septic tank.
 - Driveway Apron (Brian)

There was much discussion about digging up the area where water settles and put in a drain. Then pour concrete out 35' from the bay doors. Jerry discussed pouring the concrete in sections or all at one time after doing dirt work and putting in a French drain. There was also discussion about us doing some of the dirt work. It was so mentioned that by hiring someone for all of the work, if there are any problems it is on them and not on us. It was discussed that we will have to request bids for this work.

Motion: Rachel moved that we place ads to bid on dirt work, drainage, and concrete work

Second: Lee seconded

Passed: Unanimously
 - Doors and Awnings. (John)

John told the board that we have received a quote from Scott Greene to do the two door frames, thresholds, and awnings over both doors. Scott also included a quote to put an awning over the ramp behind the station. Scott said that the doors do not need to be

replaced. After discussing this topic, it was decided that we should request bids for this project.

Motion: Lee moved that we place ads to bid on replacing the door frames and awnings.

Second: Rachel seconded

Passed: Unanimously

- Painting exterior and interior (Jeff)

Jeff recommended that we paint the exterior and interior. The exterior will be fire truck red with white trim. Jerry recommended that Jeff might want to get pints of different shades of red to see how it looks. The board discussed having the fire fighters paint the exterior of both stations after the weather cools. Jeff mentioned that the fire fighters can paint one station one Saturday and the other station the following Saturday.

- Enclose open area under roof (Mike).

Mike priced out the materials to enclose the open area outside. The 2X4, 4X4, tin, and door came to \$1,600. Mike priced everything at Lowes. Mike did not know if Joe Turner might be able to get a contractor discount. Mike is not sure whether we might want batt insulation or blown insulation. John will ask his son-in-law about insulation both price and installation.

Motion: John moved to authorize up to \$2,000 for Mike to purchase materials to enclose the open area under the roof.

Second: Rachel seconded

Passed: Unanimously

- Station 2

- Office and bathroom still needs to be completed. Bathroom has been completed. We just have to finish the floor.
- Painting exterior
- Complete the walls. Tabled until next meeting.
- New sign - Brian

Brian reported that he got a sign donated by Balboa Baptist Church to replace the sign. He recommends that we redo the

Motion: Rachel moved that Brian be approved to spend \$500 to repair the donated sign and get it placed and functioning at Station #2.

Second: John seconded

Passed: Unanimously

- Dead tree removal - Jeff

Jeff reported that he and Mike were looking to place a recruiting banner and noticed a dead tree that is leaning toward Hwy 7.

Motion: Lee moved that we place ads to bid on removing dead tree.

Second: Rachel seconded

Passed: Unanimously

- Additional millings - Joe

Maintenance report is accepted by consensus.

OLD BUSINESS:

- **Smoke Detectors – (John)**

John reported that 5 smoke detectors have been delivered. We still have 95 available. It was discussed that maybe we can make up a flyer to send home with the students. We will keep this on the agenda to know if anything happens.

- **Masks for SCBAs/SCBA Equipment (Brian)**

Brian needs to get more information. Brian has not been called back by EVS. He met another vendor at the convention and will be getting in touch with them about availability and pricing. This is tabled until next month's meeting. Jeff asked for John to apply for a grant for 2 SCBA bottles using the Living Tree Grant. Each bottle cost \$2,000.

- **Delinquent Assessments – John**

John has the invoices and letters ready to print. John asked about also including a statement that shows all past due invoices as well as the current invoice. It was asked about whether we might want to send the letters out as certified mail. That only adds to our cost for mailing. It was also asked if we might want to send letters to insurance companies to inform them of which people have not paid their assessments. It was discussed that there is no way of knowing all the possible insurance companies to which we might mail that information and it would take considerable time to research it. It was discussed and thought best to include a statement showing the total assessment amount owed to the fire department.

- **Audit – John**

John reported that he emailed the gentleman from Garland and Greenwood CPA, but has not yet heard back from him.

- **Winch & Rescue Basket – Brian**

Brian reported that the winch brackets were being installed on Engine #1 and Rescue #2. The stokes basket has been ordered. He is waiting to get the cabling and quick connects. He anticipates receiving everything prior to the next board meeting. Basket is expected to be delivered by July 22nd. Then we need to make sure we get people trained.

- **Officer's Badges (Jeff)**

Jeff showed the board the Chief and Asst. Chief badges. He will discuss this item again at next month's meeting.

Motion: Rachel moved that we approve Jeff to purchase 2 Captains badges for \$280.

Second: Lee seconded

Passed: Unanimously

- **High Pressure Hose Reel System (Brian)**

Brian said he had talked to several people in the department and it was agreed by all that the high pressure system is not needed. He said that they think we should remove the high pressure system and sell it. He believes we might have to put it on an auction site. Removing the high pressure system will open up a reel that we can use for a fast attack line. The board gave Brian permission to remove the high pressure system and tabled the sale.

- **Collapsible Hose Rack Drying System (Mike)**

Tabled until next month.

- **Hoses (Brian)**

Brian is suggesting that we use the Living Tree Grant for 3 hoses at \$300 each.

NEW BUSINESS:

- **Training – Jeff**

Jeff reported that there will be two classes, one is a G300 class to be held in Russellville on September 11th – 13th and there is a 400 class that will be held in Bryant on November 2nd and 3rd. Jeff is planning to attend those classes to get his classifications met for the chief's position as required by our policy. Jeff is also trying to schedule an EMR class at our station. He is investigating that opportunity.

- Bryan reported that in the past we had a \$2 pay per each report. Bryan is requesting that we institute that again as he is having to write all the reports it seems. According to Bryan the person who is incident commander is the person who should be writing the reports. Bryan is also checking with other departments to find out how they write their reports.

- **Fire Fighter's Meal (Jeff)**

The fire fighters requested that we get barbecue from Clampits, baked beans, cole slaw, potato salad, and buns. The board approved getting barbecue for the next night, Tuesday July 18, at 6:00 pm.

Karl Lowery – Karl is standing in for the Mayor to bring two items to the fire departments attention. First is their Halloween Trunk-or-Treat and it requesting to know at some time whether the fire department will participate as they have in the past. Karl also stated that they have a barn up on top of the hill. They have thought about selling it, but there is not much in the way of good wood. He is asking if the fire department would like to use it to burn for fire fighter training. Bryan will look into any permissions that may be needed.

ADJOURNED:

9:21 pm

Motion to adjourn John moved that we adjourn: / Second: Lee / No opposition.

Meeting minutes submitted by:

John Brandt, Secretary/Treasurer