

Fountain Lake Fire Protection District  
Board of Commissioners Monthly Meeting  
September 18, 2023

**CALL TO ORDER:**

**6:00 pm**

**COMMISSIONERS PRESENT: QUORUM PRESENT**

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

**COMMISSIONERS ABSENT:**

**OTHER ATTENDEES:** Chief Jeff Hayes, Johnny Arnold, Harry Baker, Scott Foster, and Martha Coatney.

**MINUTES FROM MEETING:**

Prior meeting minutes:

Minutes from the August 21, 2023 meeting were reviewed.

The August Minutes are accepted by consensus.

**Financial Report:**

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

Bank Accounts:

General - \$65,582.89

Restricted - \$25,114.29

Financial reports are accepted by consensus.

## **Chief's Report (Jeff):**

Interim Chief Hayes gave the chief's report. We had a total of 69 incidents in August: 5 fires, 55 rescue and emergency calls, 3 hazardous conditions (no fire) calls, 1 good intent call, 2 service calls, 1 false alarm, 1 severe weather call, and 1 special incident call. Chief Hayes talked about the severe accident on Hwy 7 that happened recently one Sunday. John told Chief Hayes and the board that he will be getting in touch with Pastor Ronnie Coleman who is the department's chaplain. John recommended that we have him come to meet the fire fighters and we also meet him. Chief Hayes reported that everything else will be covered under old and/or new business. Jerry asked if all fire department equipment issued to fire fighters has been signed for. Chief Hayes responded letting the board know that every member of the department has had all equipment that has been issued to them recorded on an inventory sheet and signed. Chief Hayes then spoke about all the work Harry Baker has done repairing all of our vehicles and getting them running. As a result, Chief Hayes announced that he was promoting Harry Baker to Captain over Station #2. Jerry brought up the idea of paying Harry a monthly stipend for taking care of our equipment. John mentioned that if we were discussing stipends that we should consider all of the command staff who all put in additional time over and above serving as a fire fighter and first responder. There was then discussion about paying Harry an hourly rate for his time working on the the department's apparatus.

**Motion: Joe moved that we authorize Harry to be paid at the rate of \$70.00 per hour for the hours he spends working on the department's vehicles.**

**Second: Rachel seconded**

**Passed: Unanimously**

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 (Harry):**

- Engine 1
  - All service is completed
- Engine 2
  - Harry reported that he has everything he needs now to do the annual service on Engine #2. He said he had just received the filters today.
- Tanker 1
  - Needs annual service. Harry said as soon as he can get the filters and oil needed he will get the annual service done.

- Has all 10 brand new Firestone tires.
- Tanker 2
  - Tank motor got damaged and is throwing oil. Part came in. Mike is going to help Harry mount it on the truck.
  - Needs annual service. Harry still needs to buy some more oil.
- Rescue 1
  - Has been sold for \$6,000. Scott Greene has the money and will be giving the \$6,000 to John.
- Rescue 2
  - Needs annual service. Harry reported that he received the filters and needs to get the oil. As soon as he has that, he can do the annual service.
- Brush 1 (Forestry)
  - Needs annual service
  - There is a maintenance problem with the sled in the bed of the truck. Harry has not found anything wrong with it. The pump only leaks when it is running.
- Station 1
  - Driveway Apron  
John reported that the board had decided to wait until near the end of the month after Joe had done the drainage work. Joe said he cannot do the work until the county fair is completed and it should take about two days.
  - Doors and Awnings. (John)  
John stated that he will be forwarding to each board member a draft copy of the proposed ad. Once we know the wording is okay, he will get the ad placed.
  - Enclose open area under roof (Johnny Arnold).  
Johnny reported that Mike Rigsby will be coordinating the enclosing of the area under the roof on Saturday, September 23, 2023. Jerry talked about cooking hamburgers to provide food for those who will be working. John then got his son-in-law on the phone to give the board information on the insulation. Tyler Walker, John's son-in-law, reported that there is a minimum cost of \$1,200 for the spray foam insulation on the ceiling. He recommends 2" for \$360. Alternatively, 1" will cost \$220. Bats of foam for the walls is \$1.00 per foot. Foam in the walls will cost \$1.90 per square foot.. It was discussed how an 1 ½ of insulation was put under the roof when it was installed. Johnny Arnold said that Mike Rigsby had come to the station when they were installing the roof and asked if they had put the insulation under the roof over the open section. According to Mike, they said they forgot. John said that we can the company who did our roof and if it is missing request that they come back and put that insulation in. Joe said that he will get some bids on the insulation.

- Painting of Interior and Exterior (Jeff)  
Jeff reported that the interior of the building has been painted and Johnny Arnold has agreed to touch up the frames around the doors and replace the covers on the electrical outlets. Painting of the exterior will take place sometime in October after the weather cools off.
- Air Compressor  
Lee asked about the status of the air compressor. Harry reported that the motor is burned up and shorted out. Harry said he was going to look for another motor for it. Jeff said that he has a neighbor who has several big compressors. Joe said that if we need a motor we should just go to R&E Supply.
- Station 2
  - Harry said that all electrical plugs need to be put in along with the trim around the floor along the walls. There is not shower stall yet.
  - Harry said that he will use the plywood that is there at Station #2 to complete the walls. Jeff recommended that we might want to consider hiring a professional to finish the work. Joe suggested that Harry make a punch list of all that needs to be done.
  - Additional millings  
Millings – Joe Turner reported that two loads of millings have been delivered. One load was dumped at Station #2 and one load at Station #1. He said e did that in case we needed more than the one load at Station #2 he can just move what we have from Station #1 and not have to wait to receive another load.

Maintenance report is accepted by consensus.

## **OLD BUSINESS:**

- **Smoke Detectors – (John)**  
John reported that he put a short notice in the quarterly school publication. He is also trying to get in touch with the teacher from the EAST Lab to propose that a couple of the EAST students might take on designing a flyer to be sent out.
- **Masks for SCBAs/SCBA Equipment (Jeff)**  
Jeff said the 3 masks that had been reported as being ordered had not been ordered.
- **Audit – John**  
John reported that he heard back from John Brock of Garland and Greenwood CPA. Mr. Brock reported that they are really backed up right now and we can get together to determine when they might be available to conduct our audit.
- **Winch & Rescue Basket – Jeff**

Winches on Engine #1 are ready. He is going to try and have another winch put on Rescue #2. The stokes basket that was ordered was never delivered and we have already received a refund for that basket. Brian said that he has checked with Banner and they quoted \$937.81 for the basket along with \$200 for shipping and handling for a total of \$1,137.81. Brian told the gentleman that those prices are \$300.00 higher than everyone else. Jeff told Brian that he will take that off of his plate. Brian said that Jeff also needs to order 2, 4 point pickups because the other basket does not have one.

**Motion: Lee moved that Jeff be authorized to spend \$1,137.81 to purchase the stokes basket.**

**Second: Joe seconded**

**Passed: Unanimously**

- **Communication (John)**

John said we should table this for a couple of months.

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

Tabled until next month

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

Tabled until next month.

- **Grants (Jeff & John)**

John reported that the FEMA grants have not yet been posted and are due by the end of the year.

- **Hoses – (Mike)**

Tabled until next month.

- **PPE – (Jeff)**

Jeff discussed the need for specific items of PPE. Some need coats, some need pants, and some need a complete turnout set. He also discussed about the need for turnout bags. There are also some helmets that will be expiring. Jeff presented a quote from Banner Fire Equipment for replacement items that are needed. See the attached quote for specific items to be purchased.

**Motion: John moved that Jeff be authorized to spend \$16,010.88 for PPE gear as per the attached quote from Banner Fire Equipment.**

**Second: Lee seconded**

**Passed: Unanimously**

- **Cascade System – (Justin)**

Tabled until the October meeting. Jeff discussed how we will one day need new fiber glass air packs. Justin told Jeff that the cascade system we currently have will not charge those air

packs. It was reported that we might be able to upgrade our system, but according to Justin and his brother Jason, that is not possible. When the time comes for us to get the new style air packs, we will need a new cascade system. Jeff reported that Lonsdale has a new cascade system that we might be able to use until such time that we can get a new system. Jerry recommended that we contact North Garland County Central Planning Division and talk to Dwayne Pratt. He writes grants for the county.

- **Fire Prevention Week – (John)**

Fire prevention week will be October 8<sup>th</sup> through 14<sup>th</sup> this year. All items for the presentation at the elementary school have been received. The presentation to the students will be on Friday October 13<sup>th</sup> to begin at 8:30 am.

## **NEW BUSINESS:**

- **2024 Insurance Values (John)**

We received correspondence from our insurance companies showing the values listed for the buildings and apparatus. We need to discuss whether we want to increase the values on the buildings. We discussed about increasing the values on Station #1 to \$250,000 and Station #2 to \$200,000. All of the board thought this was a really good deal.

**Motion: John moved that we increase the property value of Station #1 to \$250,000 and Station #2 to \$200,000 on the department's insurance.**

**Second: Rachel seconded**

**Passed: Unanimously**

- **Land (John)**

John reported that the owner of the land next to Auto Zone has offered to sell his southern most one ½ acre parcel for \$5,000 and that we also agree to grade and level the other parcel that he owns when we grade and level the parcel he sells to us.

**Motion: John moved that the board accept Mike Schumksy's offer to purchase the ½ tract furthest south from Auto Zone in the amount of \$5,000 and the fire department agrees to grade and level his other parcel of land when we grade and level our parcel.**

**Second: Lee seconded**

**Passed: Unanimously**

- **Public Information (Jeff)**

Jeff proposed that John Brandt be designated as the department's Public Information Officer. He said he has talked to other departments and they have someone designated to talk to the media. Rachel stated that John is already serving in that position, but not with that title.

**Motion: Rachel moved that John be named Public Information Officer for the fire department.**

**Second: Joe seconded**

**Passed: Unanimously**

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

Jeff said that last week Darrell of Banner bought pizza for the fire fighters when he was here last week. The board decided that because we promised the fire fighters a meal each month, that we should still provide a meal tomorrow night. It was decided by the fire fighters present at the meeting to get the meal from Smokin in Style again with pulled pork, brisket, potato salad, baked beans, and buns.

- **Security System – (Jeff)**

Devon Canfield, one of our new fire fighters, presented several options for providing a security system to the department. The options ranged in price from \$3,090 to \$5,870. It was discussed that we can get a system cheaper from Sam's Club or Amazon, but what Devon is presenting are commercial systems. There was discussion about the systems and how it will work for us. Joe talked about what was done out at the Fairgrounds. He told Devon that he will find out the names of the camera systems of the equipment they installed at the Fairgrounds. It was decided to table this item until next month.

**ADJOURNED:**

**8:29 pm**

**Motion to adjourn: John moved that we adjourn**

**Second: Lee / No opposition.**

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**Meeting minutes submitted by:**

**John Brandt, Secretary/Treasurer**