

The Board of: Riceville Volunteer Fire Department
Met at: 6:30PM
On: Monday, June 16, 2025
For: Regular Board Meeting
Moderator: Dan Little (Chairperson)
Members Present: Lee Barrett, Kent Creasman, Heidi Hensley, Merel Johnson, Butch Laughter, Lisa McCallister and Carla McLendon
Not Present: Steve Wickham
Guest(s):

1. Call the Meeting to Order: Dan Little called the meeting to order at 6:33PM. He relayed that Steve Wickham will not be in attendance tonight, as he is with our Boy Scouts at Summer Camp.

2. Pledge of Allegiance and Prayer: Dan Little opened the meeting in prayer and then asked everyone to stand if able and join him in the Pledge of Allegiance to the Flag.

In light of the recent Department tragedy, Dan Little relayed tonight's meeting will be to discuss essential topics only and would have been cancelled except for some Executive Session matters that need the Board's attention.

3. Approval of Minutes: Draft minutes for the May 19 Regular meeting were emailed to the Board on June 10. Kent Creasman made a motion to accept the May Regular minutes as written. Merel Johnson seconded the motion, which carried unanimously.

4. Treasurer's Report: Financial reports for the month ending May 2025 and an updated hurricane-related income and expense document were emailed to the Board on June 12. Katie Payne relayed we are on track with the budget, with nothing major to report. Lisa McCallister asked if a budget amendment is needed for line items that exceed 100%, noting Line Item 5601 (Dues and Subscriptions at 101%) and 5621 (Employee Recognition at 109%) specifically. Katie responded a budget amendment is usually not done unless the overage is greater than 10%.

Dan Little relayed the Auditors are asking for documents earlier than usual this year, as Katie's availability may be limited during the usual audit preparation timeframe. Lee Barrett made a motion to accept the May Treasurer's Report. Butch Laughter seconded the motion, which carried unanimously.

5. Fire Chief's Report: Presentation and discussion of the Chief's, Training and FLSA reports was deferred until next month.

6. Old Business:

A. Administrative Policies Review Committee – Tabled until next month.

B. 1110 Review Committee and Metal Building Quotes – Dan Little relayed the Committee is waiting on information regarding a possible grant that will cover some of 1110. That information is expected on June 28, so this issue is tabled until next month.

C. Building Repairs Update – Update emailed to the Board on June 12 in the same email as the Financial Reports.

D. Septic System Repair – Completed and approved by the Buncombe County Inspector. Brian Johnson did find a buried oil tank while performing the repair, which resulted in a disposal fee. He also addressed a new regulation from the County, which requires locks on the risers. (An invoice has not been received for the “lock work.”) Insurance did cover the entire cost of this repair.

E. Creek Restoration – Debris removal is complete; however, no bank restoration was conducted.

F. County Contract Review – A signed copy of the contract was submitted after Katie Payne completed her review to ensure there were no major contractual changes from last year.

G. Acoustics in Community Center – Tabled until next month.

7. New Business:

A. Electrical – A bid (\$26,900) from Haynes Electric was emailed to the Board on June 13. The scope of work includes replacement of existing and installation of new outlets in the Community Center, foyer and Staff Kitchen. Lisa McCallister asked about the need to have an outlet placed under every window in the Community Center. Dan Little responded such placement would negate the need to have numerous drop cords run across the floor (i.e., Halloween Event, Election Day Voting).

Lisa also asked about the need to obtain more than one bid. Dan relayed that no response has been received from other electrical companies in the past when attempting to obtain bids. Haynes Electric has proven to be reliable and responsive.

Lee Barrett made a motion to approve the bid from Haynes Electric for electrical repairs. Butch Laughter seconded the motion, which carried unanimously.

B. Roof Repairs – Bids from Asheville Roofing (\$42,800, includes picnic shelter) and Storm Pro Solutions (\$49,633.40) were emailed to the Board on June 13. In response to a question, Katie Payne confirmed the shingles quoted by Asheville Roofing are 30-year architectural.

Katie also obtained a quote (\$7,085) for new gutters from the company who partners with Asheville Roofing. This quote is for six inch gutters for the entire building and includes gutter guards. The hurricane repair estimates included \$50,000 for roofing. The quote from Asheville Roofing and gutters combined is less than that estimate.

Kent Creasman made a motion to approve the bid for roofing and gutters from Asheville Roofing. Merel Johnson seconded the motion, which carried unanimously.

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8. Announcements: Dan Little announced the next Regular Meeting of the Board will be held on Monday, July 21, 2025 at 6:30PM.

9. Executive Session: Kent Creasman made a motion to move to Executive Session for personnel matters at 6:56PM. Lisa McCallister seconded the motion, which carried unanimously. The Board returned from Executive Session at 9:26PM.

10. Personnel Matters: Merel Johnson made a motion to approve the personnel matters discussed during Executive Session. Lisa McCallister seconded the motion, which carried unanimously.

11. Adjournment: Merel Johnson made a motion to adjourn the meeting at 9:27PM. Lee Barrett seconded the motion, which carried unanimously.

Note: Chairman Dan Little only votes in the event of a tie.