

## Conway County Fire Department Advisory Board

August 10, 1999

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:03 p.m. Districts 1, 5, 6, 10, 11 and 5A were not present.

The minutes of the July meeting were read and approved. Monthly run reports and 911 alarm reports were distributed. Financial statements were also distributed.

Ted Gipson, OES Director was present to discuss the use of Central Station. An open-end lease was discussed with OES repairing the exterior of the building and the office space in the interior. The fire department will be responsible for repairs to the bay area. OES will maintain the office area and the fire department will maintain the bay. OES will not pay rent, but will pay all utilities for the building. The fire department will continue to pay the building insurance. The fire department will also be allowed to use the meeting space as long as OES is not using the area during an emergency, exercise, or training. Locks will be changed in the area used by OES. We will be given three keys for our use.

A motion was made by Charles Gangluff with a second by Mike Davidson to accept the conditions and enter into an agreement with OES. The Administrative Board will be asked to approve the agreement. The motion was approved by roll call vote by all districts present.

Charles Gangluff reported that the numbers had been received from the districts for the RC&D grant. We will be ordering 18 pressurized hydrants and 15 dry hydrants. We are waiting for information from the water company before ordering.

Tim Bengston reported that the cascade system had been ordered. We will need some electrical work done before the system can be used. The truck to be used will be delayed, but the system can be placed into service without it.

Tim Bengston mentioned concerns he had with response from District 9. District 12 has been responding into the area and few firefighters have been showing up from District 9. Tim also has concerns with the lack of equipment in the District with over \$52,000 in the budget. Charles Gangluff suggested that something be done to solve the concerns mentioned. One suggestion was to send a letter to each firefighter and ask if that firefighter is an active, trained, responding member of the fire department. Another possibility would be for each chief to gather information on the training taken by each firefighter. No decision was made.

Mike Davidson asked the Board to consider requesting the Quorum Court to adopt county fire codes. We would need to look at a County Fire Marshall or an Inspector for each District.

A motion was made by Mike Davidson and a second by Mark Parker to ask the Administrative Board to request the Quorum Court to establish County Fire Codes. The motion was approved.

Mike Davidson reported that the new tower site has been approved by the parties involved. There is a delay in the attorney getting the paperwork done. Discussion was also held about linking a hi-band system with our current system. We could eventually go all hi-band. Testing could be done with the Sheriff's system before making a decision.

Charles Gangluff will forward any grant information he can find to the Districts as soon as he receives the information.

Some discussion was held on back-up Districts.

Charles Gangluff will contact the County Judge with the concern about the low attendance of the Administrative Board members. We are unable to conduct business when the Administrative Board does not have a quorum.

The meeting adjourned at 7:20 p.m.

**The Administrative Board did not meet due to lack of a quorum.**

# **Conway County Administrative Fire Board**

September 14, 1999

Pat Dunlap called the monthly meeting to order at 7:15 p.m. Roger Black and Thomas Flowers were not present.

The minutes of the March meeting were read and approved. Monthly and annual reports were distributed.

The fire department's share of the cost for the new tower site on Petit Jean was approved.

The RC&D Rural Fire Protection Program grant was discussed.

The leasing of Central Station to OES was approved.

Discussion was held concerning establishing county fire codes. The proposal was tabled for further review.

Charles Gangluff will prepare a draft of a letter for the next meeting. The letter being considered would be mailed to all Conway County firefighters to determine if they are still active and what their level of training is.

District 2 requested that the board approve an Arkansas Forestry Commission loan to purchase equipment. This was approved.

The meeting adjourned at 8:03 p.m.

## Conway County Fire Department Advisory Board

September 14, 1999

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 5:58 p.m. Districts 1, 12 and 5A were not present.

The minutes of the August meeting were read and approved. Monthly run reports and 911 alarm reports were distributed.

Mike Davidson reported that the paperwork was being prepared for the new Petit Jean tower site. Arkansas Valley Communications will supply the tower in exchange for one antenna location. The other work that needs to be done will be shared between the fire department and the Sheriff's Office. A motion was made by Ronny Campbell with a second by Garry Turner to ask the Administrative Board to pay the fire department's share of the cost. This was approved.

Discussion was held on the recent lack of a quorum by the Administrative Board. Jim Taylor will bring our concerns before the Quorum Court at their next meeting.

Mike Davidson announced that he would be conducting a Fire School from October 4<sup>th</sup> through October 17<sup>th</sup> at the Hill Creek station. The classes will be held from 6:00 p.m. until 10:00 p.m.

After discussion a motion was made by Mike Davidson with a second by Bob Bryant to allow District 2 to keep the old SCBA compressor. The motion was approved.

Charles Gangluff reported that the districts would need to contact the Courthouse when they decided on how they would use the funds from the State Legislature. The funds would then be placed into their regular line item.

The meeting adjourned at 6:54 p.m.

## Conway County Fire Department Advisory Board

October 12, 1999

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:04 p.m. Districts 1, 8, and 9 were not present.

The minutes of the September meeting were read and approved. Monthly run reports and 911 alarm reports were distributed.

Discussion was held on the resignation of Thomas Flowers from the Administrative Board. Two names of firefighters were brought before the chiefs. These men will be contacted and if they will accept, the names will be given to the County Judge.

The new SCBA compressor is in and will be installed soon.

The pressurized hydrants for the RC&D grant have been ordered. Charles Gangluff will look into the amount of funds left and will order the dry hydrants soon. The new RC&D grant applications have been mailed to each district. The grant must be returned to the RC&D office no later than December 1<sup>st</sup>, 1999. Each district should apply for the grant for their district.

Charles Gangluff read the letter that he had prepared to be mailed to each firefighter. A copy of each letter received will be stamped by the County Clerk and then forwarded to the District Chief.

Jim Taylor told the districts that they need to have a signed receipt for the equipment given to the firefighters. Charles Gangluff will prepare an inventory sheet to be used.

There has been some discussion by the City of Menifee concerning reactivating their fire department. The Advisory Board will withhold comment until officially contacted.

The Administrative Board will be asked to have Arkansas Valley Communications check all of the radios in the county.

Mark Parker was asked to look into the possibility of billing the wrecker driver's insurance for the expense of fighting the fire on September 24<sup>th</sup>, 1999. He will report back at the next meeting.

The meeting adjourned at 7:03 p.m.

# **Conway County Administrative Fire Board**

October 12, 1999

Roger Black called the monthly meeting to order at 7:10 p.m. Jerry Jones, Pat Dunlap, and Jim Taylor were also present.

The minutes of the last few meetings were read and approved. Monthly reports were distributed.

Charles Gangluff reported on the status of leasing Central Station to OES, the new tower site on Petit Jean, and the 1999 RC&D grant.

The discussion concerning County Fire Codes was tabled.

Approval was received to mail a letter to all Conway County firefighters to determine if they are still active and what their level of training is.

Discussion was held on Menifee reactivating their fire department. No action will be taken until we are approached by the city.

A letter will be mailed to the Chief of District 9 requesting that he explain why the truck was purchased without approval from the Administrative Board.

District 3 requested that the board approve a truck from the Arkansas Forestry Commission for \$5,000 to \$6,000. This was approved.

Charles Gangluff was asked to contact Arkansas Valley Communications and get a quote on testing and repairing the radios in the county.

Two firefighters will be asked if they would serve on the Administrative Board. If they will agree, their names will be submitted to the County Judge.

The meeting adjourned at 8:15 p.m.

possibly be funded from general revenue if this version were accepted. The question for the fire department is how will this tax impact the department.

Discussion was held on the goal of lowering ISO classifications in the county. The savings generated by the reduced insurance costs would be much larger than the cost of the Sales Tax.

Jim Taylor suggested that each firefighter consider Hepatitis B injections. The injections will cost \$60 per person for a three shot series. A class is also available to the districts on blood and bodily fluid contamination.

Discussion was held on how the Advisory Board is set up. No decision was made. More discussion will be held at the next meeting.

Mark Parker suggested that we implement the Ryan White Act and designate a person as the medical contact for the fire department. This will be looked into.

The meeting adjourned at 8:30 p.m.

# **Conway County Administrative Fire Board**

November 9, 1999

Roger Black called the monthly meeting to order at 7:08 p.m. Pat Dunlap, and Jim Taylor were also present. Guests included County Judge D. H. Pettingill, J.P. Hoyt, J.P. Malone, J.P. Stobaugh, and J.P. Williams.

The minutes of the October meeting were read and approved. Monthly reports were distributed.

The County Prosecuting Attorney is preparing the contract for the lease of Central Station. Discussion was held on the need for repairs to the bay area.

The letter will be mailed to each firefighter as soon as Charles receives a check from the courthouse to purchase stamps.

Discussion was held on Menifee reactivating their fire department. No action will be taken until we are approached by the city.

A letter will be mailed to the Chief of District 9 requesting that he explain why the truck was purchased without approval from the Administrative Board. The Courthouse will be mailed a letter by Charles Gangluff each time a request is made by a district for a purchase over \$5,000. The letter will state whether or not the Administrative Board approved the request. This will help the courthouse know how to handle the billing when it is received.

Charles Gangluff reported on the quote from Arkansas Valley Communications to check all of the radios in the county. They will charge \$65.00 per hour for labor only. Parts will be additional. They have estimated that the labor will be around \$ 3,400. The Board tabled this matter. Each district should have their radios checked individually.

Charles Gangluff made a request to purchase various items of equipment to help with District 4's ISO. The purchases will total over \$5,000. This was approved.

The County Judge and members of the Quorum Court were present to discuss the need for funding to support the jail. A possible solution was to increase the Sales Tax by  $\frac{1}{4}$  or  $\frac{1}{2}$  cent. If this is done the fire department may be included in the funding. If the fire department is included, the Sales Tax would need to be increased by  $\frac{1}{2}$  cent. One possibility is to raise the Sales Tax by  $\frac{1}{2}$  cent and remove all volunteer millage. The entities would then be funded from the Sales Tax increase. Another suggestion was to raise the Sales Tax by  $\frac{1}{2}$  cent and use the funding to help the jail, the fire department, and to build a courtroom. The entities that currently receive the volunteer millage could



# Conway County Fire Department Advisory Board

November 9, 1999

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:02 p.m. Districts 5, and 8 were not present.

The minutes of the October meeting were read and approved. Monthly run reports, 911 alarm reports, and financial reports were distributed.

We need to find a person's name to submit to the County Judge for appointment to the Administrative Board.

The County Prosecuting Attorney is preparing the contract for the lease of Central Station. Discussion was held on the need for repairs to the bay area.

We may need a few dollars more to purchase the electrical connections for the new SCBA compressor.

Charles Gangluff reminded everyone that the deadline for the next RC&D grant will be December 1, 1999. The hydrants have been ordered for the last RC&D grant. The funding amount will be over \$15,000.

The letter will be mailed to each firefighter as soon as Charles receives a check from the courthouse to purchase stamps.

Charles Gangluff distributed an inventory sheet to be used to record personal protective equipment.

Charles Gangluff reported on the quote from Arkansas Valley Communications to check all of the radios in the county. They will charge \$65.00 per hour for labor only. Parts will be additional. They have estimated that the labor will be around \$ 3,400.

Discussion was held on possible changes to our radio system and the need for additional frequencies. Johnson County will be contacted to see if they have used radios to sell. Also, they will be asked about their low-band frequency that they have stopped using.

Mark Parker commented that the wrecker driver on the fire in September had been sued for amounts over his insurance coverage. Due to this, the fire department will not bill him.

Charles Gangluff mentioned that we need to look into a better way of getting fire reports to the insurance companies. A computer system is a possibility. For now everyone is asked to respond to these requests as quickly as possible.

Discussion was held on the district's Certified Training Officers. The Fire Academy has requested information concerning the classes taken.

The meeting adjourned at 6:45 p.m.

# Conway County Fire Department Advisory Board

December 14, 1999

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. Districts 1, 6, 9, and 11 were not present. Conway County Clerk Beverly Paladino was present.

Mrs. Paladino discussed numerous changes on building and equipment insurance. She distributed application forms and asked that they be returned as soon as possible. Act 833 audit forms were also distributed for each district to review and sign. Discussion was held on the appointment of Advisory Board members. The following motion was made to correct the concerns brought forward.

A motion was made by Charles Gangluff with a second by Mark Parker to change Section 4 of County Ordinance # 91-29. The change should read "that the Advisory Board shall be composed of an active member of each district of the Conway County Fire Department". Also the County Judge will be asked to appoint the Advisory Board from the list of members given to him. A roll call vote was taken with each district present voting yes.

The minutes of the November meeting were read and approved. Monthly run reports and 911 alarm reports were distributed.

Mark Parker announced that he had visited with Lee Threadgill with the Arkansas Fire Academy. Mr. Threadgill stated that the CTO's were still certified by the Academy.

A motion was made by Mike Davidson and seconded by Mark Parker to submit Johnny Moll and Brian Polk to the County Judge for appointment to the Administrative Board. These appointments will replace Thomas Flowers who has resigned and Pat Dunlap whose second term expired.

The contract with OES for the lease of Central Station has been signed. The work should start soon.

Discussion was held on the letters to firefighters. Only 60% of the letters have been returned at this time. Some of the letters were returned due to a bad address. A copy of the information was given to each district. A second letter will be mailed giving the person 10 days to respond, or they will be removed from the list of Conway County Firefighters and must turn in all equipment. Each chief will be given a few copies of the form.

The protective equipment forms need to be completed and returned to Charles Gangluff. These forms will be filed at the Clerk's Office and a copy given back.

Charles Gangluff reported that he had contacted Johnson County and they reported that they did not have any radios left and they were keeping their frequency for fireground communications.

Mike Davidson reported that the tower site on Petit Jean had been surveyed and was back to the attorney.

Election of officers was held. Tommy Cook will remain as Chair and Mark Parker will remain as Co-Chair. Charles Gangluff will continue to serve as Secretary/Treasurer.

Each district is asked to have representatives at the next Quorum Court meeting. Discussion will be held on a possible Sales Tax increase.

Jim Taylor asked each district to bring to the next meeting the names of persons in their district that may be interested in Hepatitis-B injections. The cost will be \$60 per person and may be covered by the Administrative Board. Also, Joyce Alexander has offered to give Blood and Body Fluids Safety Classes to the districts.

District 2 will transfer \$500.00 from their account to the Administrative account as partial payment of their \$1500 loan in May 1999.

The meeting adjourned at 7:22 p.m.

## **Conway County Administrative Fire Board**

December 14, 1999

The Administrative Board meeting was not held due to lack of a quorum. Roger Black and Jim Taylor were present.

## **Conway County Administrative Fire Board**

January 11, 2000

Jerry Jones called the monthly meeting to order at 7:15 p.m. Jim Taylor, Johnny Moll, and Brian Polk were also present. Roger Black was absent due to an emergency.

The minutes of the November meeting were read and approved. Monthly reports and 1999 annual reports were distributed.

An appropriation ordinance was approved by the Quorum Court to appropriate Nuclear Grant funds to repair Central Station. Work has been started on the station. A copy of the lease needs to be kept on file with the fire department.

Charles Gangluff reported that a number of firefighters have not returned the letter that was mailed to them. Another letter will be sent advising the firefighters that they will need to return the form within 10 days or they will be removed from the fire department roster and must return all fire department equipment.

The Administrative Board changes have been made Quorum Court ordinance.

The sales tax issue was discussed. The topic was tabled until further information is received.

Charles Gangluff reported on the status of District 4 on lowering their ISO rating.

Jim Taylor discussed the possibility of purchasing a truck to be used in special instances. The matter was tabled until later.

Discussion was held on setting up some type of group to make decisions on how the new tax money would be distributed if we receive it. The funds should be used specifically for lowering ISO ratings. One suggestion is to use the existing Advisory and Administrative Boards. We also need to look at using the new funds to repay a loan so that we can make changes quicker.

The meeting adjourned at 8:20 p.m.

# Conway County Fire Department Advisory Board

January 11, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:10 p.m. Districts 1, 2, 6, and 8 were not present.

Conway County Coroner Richard Neal was present. Richard told the districts that he had a tank for a 2 ½ ton truck that he would like to sell. Anyone interested should contact him.

The minutes of the December meeting were read and approved. Monthly run reports, 911 alarm reports and 1999 Annual Run Reports were distributed.

Those districts that have not mailed building and equipment insurance papers to Beverly need to do this soon.

The Administrative Board changes have been made. Corrections will be needed to the Advisory Board ordinance before it can be brought before the Quorum Court.

Discussion was held on radio system. The minutes of past meetings were reviewed and it was found that the October 1998 minutes show approval to license 5 frequencies, replace one tower site with a low-band repeater site, and program existing radios from the Administrative budget. This proposal was approved by the Administrative Board.

An appropriation ordinance was approved by the Quorum Court to appropriate Nuclear Grant funds to repair Central Station.

Charles Gangluff reported that a number of firefighters have not returned the letter that was mailed to them. Another letter will be sent advising the firefighters that they will need to return the form within 10 days or they will be removed from the fire department roster and must return all fire department equipment.

Charles also distributed the Protective Equipment forms which need to be completed by each firefighter and then returned.

Each district needs to gather names of those members that are interested in Hepatitis-B shots.

The sales tax issue was discussed.

Jeff Curtis announced that he was trying to get a structure fires class together. He asked that anyone interested in this class contact him.

Tim Bengston announced that the SCBA compressor is filled and operational. The truck will be ready soon.

Bob Bryant mentioned a problem that he was having in his district with fire departments thinking that they must be members of the district to have the fire department respond.

The meeting adjourned at 7:10 p.m.

# **Conway County Administrative Fire Board**

February 8, 2000

Roger Black called the monthly meeting to order at 7:23 p.m. Jim Taylor, Johnny Moll, and Brian Polk were also present.

The minutes of the January meeting were read and approved. Monthly run reports were distributed.

Discussion was held on the letter mailed to the firefighters of the County Fire Department.

The board agreed to pay up to \$1000 for electrical repairs in the bay area of Central Station.

Discussion was held to update the new members on a number of matters that have been raised in the last few months. No decisions were made.

The Board members were advised that a letter would be mailed to John Payne, 911 Coordinator concerning a medical call in District 2.

Charles Gangluff asked for approval to purchase a bed and accessories for a service truck to be placed in District 4. The cost will be somewhat over \$5000. The request was approved.

The request forms that were mailed by Beverly will be changed from the Administrative Chief to an Administrative Board member.

The meeting adjourned at 8:15 p.m.

# Conway County Fire Department Advisory Board

February 8, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:05 p.m. Districts 1 and 8 were not present.

Alan Burris with B&B Radio Service was present. Mr. Burris told the Board what he had to offer in radios and pagers. He stated that he does not charge for installation. Mr. Burris gave the following prices; \$310 – Pagers, \$480 – mobile, and \$580 – hand-held.

The minutes of the January meeting were read and approved. Monthly run reports and 911 alarm reports were distributed.

Work needs to be done in the bay area at Central Station.

The final letter to the firefighters has not been mailed due to the large number of letters that have not been returned. Some of the firefighters do not have a current address.

A list of firefighters wanting the Hepatitis shots should be turned in to Jim Taylor.

The sales tax issue was discussed.

The request for approval form that was mailed by Beverly will be changed to show a signature from one of the Administrative Board instead of by the Administrative Chief.

Discussion was held on which office in the courthouse takes care of the fire department business (e.g. bills, ordinances, etc.) There is confusion among the chiefs on which office to go to.

Tommy Cook stated that the Ethics Disclosure was not needed for the Advisory Board.

A motion was made by Mark Parker with a second by Bobby Bryant to transfer funds from the districts to the Administrative fund to cover the cost of the pipe for dry hydrants. This was approved.

A motion was made by Mark Parker with a second by Garry Turner to have electrical work done in the bay area of Central Station. The work will include the bay doors, repair lighting, and add an exterior light at the entrance. We will ask the Administrative Board to pay for the repairs. This was approved.

Mark Parker discussed problems that he had with a medical call on January 31<sup>st</sup>. Mark asked for support of the letter to be mailed to John Payne, 911 Coordinator. The District Chiefs were in support of this matter.

The meeting adjourned at 7:15 p.m.



# Conway County Fire Department Advisory Board

March 14, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. Districts 1, 9, and 11 were not present.

The minutes of the February meeting were read and approved. Monthly run reports and 911 alarm reports were distributed.

The resolution appointing the Advisory board has been approved by the Quorum Court.

Electrical work in the bay was discussed. Garry Turner announced that the person he talked to was not interested. Brian Polk will look at the items needed.

A list of firefighters wanting the Hepatitis shots should be turned in to Jim Taylor.

The pipe and fittings for dry hydrants have been ordered. Charles Gangluff will have the funds transferred from the district accounts to the Administrative account after the bill is received.

The latest grant funding from RC&D will be distributed soon.

Tommy Cook announced that the paperwork for the new tower site is being prepared by the county attorney.

Discussion was held on the dispatch concerns with the medical call on January 31<sup>st</sup>. Charles will forward the fire departments response along with all other information to each board member. We will have more discussion on this at the next meeting.

The countywide clean-up will be held in May. Citizens will be told to take their trash to the fire station. The chief should call the Judge's Office when the trash accumulates.

The meeting adjourned at 7:00 p.m.

# **Conway County Administrative Fire Board**

March 14, 2000

Jerry Jones called the monthly meeting to order at 7:15 p.m. Jim Taylor, Johnny Moll, and Brian Polk were also present.

The minutes of the February meeting were read and approved. Monthly run reports were distributed.

Beverly Paladino, County Clerk addressed the board concerning issues that had been raised at the last meeting. She told the board to call her if they needed help with any legal opinions.

Discussion was held on the letter mailed to the firefighters. Most have now been returned. Those that indicated that they are not on the department must turn in their equipment.

Brian Polk will look into the electrical repairs in the bay area of Central Station.

Charles Gangluff will mail a draft of the response letter concerning the 911 dispatch concerns to each board member. All of the information received will be included. More discussion will be held at the next meeting.

Names need to be submitted to fill the position on the Administrative Board that is currently vacant. Everyone is asked to think about a name before the next board meeting.

Bob Bryant asked for approval to add on to the fire station in District 7. The cost will be \$23,860.00. The request was approved.

Discussion was held on showing appreciation to Mark Sponer for the work he has done on the road maps. More discussion will be held next month.

Johnny Moll mentioned that we should look into sirens for each community. Additional discussion was held on weather spotters.

The meeting adjourned at 8:00 p.m.

## **Conway County Administrative Fire Board**

April 11, 2000

The Administrative Board meeting was not held due to lack of a quorum. Jim Taylor and Johnny Moll were present.

# Conway County Fire Department Advisory Board

April 11, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. Districts 1, 2, 5, and 11 were not present.

Fred Stringer with the Arkansas River Valley RC&D Council introduced Bill Deaver, Chairman of the Conway County Conservation District. Mr. Deaver and other members of the Conservation District presented a Rural Fire Protection Program grant to Districts 1, 4, 6, 8, 9, 10, 11, and 12. The grant funds were given to the County Judge to be placed into each districts regular account.

Conway County Judge Pettingill, J.P. Tim Hill, and Debbie Hartman, Candidate for County Clerk were also present.

Judge Pettingill asked for the fire department's support in the election. He also stated that his office would help each district with grant applications.

Debbie Hartman asked for the fire department's support in the election.

Richard Neal announced that he had two Humvees for sale if anyone was interested.

Discussion was held on the tax issue. The vote will be taken later in the year.

Judge Pettingill was asked what could be done with the problem of road signs being destroyed and not replaced. He stated that the signs were stolen faster than they could be replaced. There is a \$1000 fine for anyone caught destroying these signs.

The minutes of the March meeting were read and approved. Monthly run reports and 911 alarm reports were distributed.

Charles Gangluff announced that the pipe and fittings for dry hydrants were in. The districts need to contact the Conservation District for help with the installation. The County Judge stated that the county backhoe will dig the ditches.

Mike Davidson announced that the contract for the new tower site was done. A motion was made by Bob Bryant with a second by Garry Turner to purchase the tower along with the Sheriff's Office. We can lease antenna sites if anyone needs them. The funds would be placed into a radio fund to be shared with the Sheriff's Office. A roll call vote was taken with all present voting Yes.

Letters will be mailed to twenty-seven persons advising them that they have been removed from the fire department membership. They will also be advised that they must return their equipment to the district chief within 10 days.

The countywide clean-up will be held in May. Citizens will be told to take their trash to the fire station. The chief should call the Judge's Office when the trash accumulates.

Two persons were discussed to fill the vacant position on the Administrative Board. A motion was made by Mike Davidson with a second by John Trafford to submit the names of David Speights and Bill Hartman to the Administrative Board. This was approved.

Discussion was held on the letter to be submitted to the 911 Committee outlining the concerns of the fire department. Tim Hill stated that if fire department medical personnel on the scene feel that they need Med-Flight, they should call for it. Keep in mind that Med-Flight should only be used for extreme emergencies and should not be over-used.

A motion was made by Bob Bryant with a second by Mike Davidson to go forward with the letter to the 911 Committee. A roll call vote was taken with all present voting Yes.

A motion was made by Mike Davidson with a second by Bob Bryant to present Mark Sponer with a plaque to show our appreciation for the work he has done on the road index. The presentation should be shown in the newspaper. This was approved.

District 12 announced that they would have a water shuttle class this Saturday. Everyone is invited to participate.

The meeting adjourned at 7:40 p.m.

# **Conway County Administrative Fire Board**

May 9, 2000

Jim Taylor called the monthly meeting to order at 7:05 p.m. Jerry Jones, Johnny Moll, and Brian Polk were also present.

The minutes of the March meeting were read and approved.

The 911 letter has been completed and is ready for signatures. This letter will be presented to the 911 Committee.

Discussion was held on a drug testing policy similar to the one that the county currently has in place for some employees. No decision was made.

The recent purchase of a truck by District 9 without prior approval by the Administrative Board was discussed. The board members agreed to mail District 9 a letter placing them on budgetary probation for one year. All purchases made by the district with the exception of day-to-day operations (e.g. fuel, utilities, and insurance) must receive prior approval from the Administrative Board during this period. Chief Green will be asked to attend the next meeting to further discuss this action. Chief Green will also be made aware of his right to appeal the decision. The offices at the Courthouse will be notified of this.

The Administrative Board agreed to withdraw the names submitted to fill the vacant position on the board.

Brian Polk will replace the light fixtures in the bay area of Central Station.

District 3 requested approval to purchase a pumper truck from Arkansas Forestry for \$15,000.00 to \$18,000.00. This request was approved.

Additional discussion was held on sirens and weather alert radios. No decision was made.

The meeting adjourned at 8:07 p.m.

# Conway County Fire Department Advisory Board

May 9, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. Districts 1, 2, 6, and 9 were not present.

Jimmy Hart, Candidate for County Judge was present to ask for the fire department's support.

The minutes of the April meeting were read and approved. Monthly run reports were distributed.

A motion was made by Bob Bryant with a second by Derl Henderson to table the discussion on filling the vacant position on the Administrative Board. This was approved.

Tim Bengston reported on the water shuttle class recently held in his district.

Tommy Cook requested that his district be allowed to purchase a pumper truck from forestry for more than \$5,000.00. The truck is expected to cost \$15,000.00 to \$18,000.00. A motion was made by Tim Bengston with a second by Garry Turner to approve this request. The motion was approved.

Charles Gangluff reminded everyone that the Legal Beverage Grants are due by May 15<sup>th</sup>.

The candy fund has a balance of \$2,213.35.

Charles Gangluff distributed Act 833 "Certificates of Certification" to each district.

The meeting adjourned at 6:57 p.m.

# **Conway County Administrative Fire Board**

June 13, 2000

Jim Taylor called the monthly meeting to order at 7:03 p.m. Johnny Moll and Brian Polk were also present.

Jim Taylor will call the County Judge to set a meeting to present our response to the 911 Committee.

Further discussion was held on a drug testing policy. Random drug tests will not be done at this time, but each firefighter will be notified by the district chiefs that they may be tested if involved in any injury accident.

Last month's decision regarding District 9 was discussed and upheld. The county offices will be reminded of this action.

Four names were brought forward to be placed on the Administrative Board. The names are Todd Sessions, Bill Hartman, Steve Wear, and David Speights. A ballot will be mailed to each District to choose among these names along with any others that may be written in.

District 11 was present to discuss the lawsuit against them. This lawsuit involves a dispute over property boundaries and actions by the district which is considered a nuisance by the plaintiff.

Brian Polk submitted a bill for electrical work in the bay area of Central Station.

Charles Gangluff contacted the Judge's Office concerning mowing the grounds at Central Station.

Discussion was held on the old trucks stored in Central Station. Jim Taylor proposed that we consider using an old truck for parades and funerals.

Charles Gangluff announced that the letters had been mailed to the firefighters removed from the roster. If fire equipment is not returned, the district chief should notify the board.

District 8 requested approval to build a station. This will take place over the next two years and will use grants as well as county and district funds. The total cost is estimated at \$60,000 to \$70,000. The request was approved.

Mike Davidson presented and discussed the contract for the tower site on Petit Jean. The contract will not currently allow us to rent tower space to others and we are required to have liability insurance on the property. The board accepted the contract and agreed to have Mike Davidson sign the contract for the fire department.



Charles Gangluff reported that the fund transfers from the districts into the Administrative Fund has been done. This was to correct balances for purchases made with RC&D grant funds.

Additional discussion was held on sirens and weather alert radios. No decision was made.

The meeting adjourned at 8:00 p.m.

# **Conway County Fire Department Advisory Board**

**June 13, 2000**

**The monthly meeting was not held due to lack of a quorum. Districts 3, 4, 6, 7, 8, and 10 were present.**

# Conway County Fire Department Advisory Board

July 11, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. Districts 9, 10, and 12 were not present.

The minutes of the May meeting were read and approved. Monthly run reports were distributed.

A motion was made by Bob Bryant with a second by Ronny Campbell to submit the names of Bill Hartman, Steve Wear, and David Speights to the Administrative Board for consideration to fill the two vacant positions on the Administrative Board. This was approved.

Ronny Campbell made a motion with a second by J. R. Rager to turn the mowing concerns over to the Administrative Board. This motion was approved.

Discussion was held on the Sales Tax election. The election is expected to be held August 22<sup>nd</sup> with a public forum to be held in Morrilton on August 10<sup>th</sup>. A motion was made by Bob Bryant with a second by Ronny Campbell to withdraw from the Sales Tax election and to remain neutral on the other entities. A roll call vote was taken with all present voting YES.

Jim Hensley was present to discuss the letter that was received by a member of District 1. A letter was mailed to Jeff Gregerson advising him that he had been removed from the roster. This was due to a survey that was mailed numerous times not being returned. The survey was mailed to each firefighter to determine if they were active members of the department. Jim strongly insisted that the Administrative Board had no business contacting the firefighters directly and should have instead asked for this information from the District Chief. A suggestion was made to have Mr. Gregerson reapply for membership.

The meeting adjourned at 6:48 p.m.

## **Conway County Administrative Fire Board**

July 11, 2000

Jim Taylor called the monthly meeting to order at 7:05 p.m. Brian Polk was also present.

The Administrative Board directed Charles Gangluff to send a certified letter to District 1 Chief Gus Biggers advising him that Jeff Gregerson has been removed from the roster due to failure to respond to the request for information. Mr. Gregerson does not have Worker's Comp or Accidental Insurance coverage. If Mr. Gregerson wishes, he may reapply for membership and will be on probation for a period of 90 days. If Mr. Gregerson does not reapply, he has 10 days to return all fire department equipment

A 911 Committee meeting has not been scheduled.

A letter will be mailed to the County Judge concerning the upkeep of the grounds at Central Station. The grounds should be kept to fit in with the surrounding properties.

Three names were brought forward to be placed on the Administrative Board. The names are Bill Hartman, Steve Wear, and David Speights. The Administrative Board decided to forward all three names to the County Judge for him to choose two persons.

After discussion, the Administrative Board agreed with the decision by the Advisory Board to withdraw from the Sales Tax election.

The meeting adjourned at 8:15 p.m.

# Conway County Fire Department

July 18, 2000

A special joint meeting of the Advisory and Administrative Boards was held. Districts 1 and 9 were not present. New Administrative Board member David Speights also was not able to attend.

J. P. Robert Stobaugh was present and urged the fire department to consider the opportunity that was before us to establish a permanent tax.

After lengthy discussion a motion was made by Bob Bryant with a second by Ronny Campbell to have the fire department placed on the ballot for a ¼ cent Sales Tax. A roll call vote was taken with all present voting YES.

Charles Gangluff made a motion with a second by Tom Lemieux from District 8 to ask for a ¼ cent Sales Tax to be applied to capital expenditures for 2 years and maintenance and operations thereafter. This motion was approved.

Meetings will be held every Tuesday night at 6:00 p.m. to work on the issue.

Newspaper ads will run on August 2<sup>nd</sup>, August 9<sup>th</sup>, and August 16<sup>th</sup>.

The Administrative Board approved the above actions.

The meeting adjourned at 7:30 p.m.

# Conway County Fire Department

July 25, 2000

A special joint meeting of the Advisory and Administrative Boards was held. Districts 1, 5, 9, and 11 were not present.

J. P. Gary Sams along with 5 or 6 other persons were present. The guests asked questions and spoke in support of the tax proposal.

Charles Gangluff told everyone that Wayne DeSalvo called and said that we would be charged about \$750 to place the ballot titles in the newspaper. These funds will be taken from the Administrative budget.

Brian Polk said the newspaper ads would cost \$297 for a ¼ page ad and \$595 for a ½ page ad. Ads will run on August 2<sup>nd</sup>, August 9<sup>th</sup>, and August 16<sup>th</sup>. Brian will be responsible for the newspaper ad.

Discussion was held on the types of ads to be placed in the newspaper and if some informational ads could be paid out of the county funds. The decision was made to pay for all ads from private funds. Jim Taylor will take pictures and prepare a news article for the paper.

Mike Davidson will be responsible for radio announcements and will check with the radio about speaking on the "Close Up" segment.

Each district should contact the person in their community that writes the community news and ask for them to write in support of the fire department. Also, contact citizens that have been helped and ask for a letter to the editor in support of the fire department's tax issue.

District 4 will pay for the newspaper ads to be reimbursed through the candy fund.

Community meetings need to be held in each district. Each district should have the date set before the next meeting so we can advertise the meetings.

Conway County Vision 20/20 will hold a public forum on August 10<sup>th</sup> at 7:00 p.m. The meeting will be held at the fairgrounds.

We may distribute flyers at the Pigout. X

Discussion was held on minimum standards for each district and how the funds received will be distributed. No decision was made.

The meeting adjourned at 7:25 p.m.

# Conway County Fire Department

August 1, 2000

A special joint meeting of the Advisory and Administrative Boards was held. Districts 5 and 9 were not present.

J. P. Gary Sams, J. P. Robert Stobaugh and Rich Moellers with KVOM were also present.

Rich Moellers presented a plan for 30 second radio spots. Each district could buy 10 spots for \$72.50. The districts can record their own ad using a firefighter or a citizen from their district. We will also be on "Clasp" on August 16<sup>th</sup> to discuss the tax issue. Everyone agreed to record the ads next Tuesday night and take money from the candy fund for now to pay for them the ads.

Rich also asked for support from the fire department on the Pigout's Big Boar Contest. Several members agreed to help.

Gary Sams mentioned that everything is looking positive for the tax issue.

District 11 distributed a training schedule for structure fires and ITCO. Contact Bruce Curtis if anyone would like to attend.

The newspaper ads will cost us \$1,188.00. This is for 2 quarter page ads and 1 half page ad.

Charles Gangluff distributed copies of the minutes from the last few meetings along with a copy of estimated savings for county residents when the fire department improves to an ISO class 7.

We should offer rides to the polls and have someone outside of the polling place on the day of the election.

Gus Biggers will look into having 4X4 signs made for each district.

The fire department will be the second issue on the ballot.

Charles Gangluff and Brian Polk will have flyers available at the next meeting.

Dates were announced for each district's community meetings.

Charles Gangluff announced that ISO will be in District 4 the week of September 25<sup>th</sup>. If anyone would like to visit with ISO, they are invited to come out to the station during that week.

Mike Davidson discussed a plan for bringing all districts up to a certain standard. No decision was made.

District 7 requested to increase their approved amount for station improvements to \$28,000. The contract was re-bid and was higher than the old bid. This was approved.

The lease has been signed for the tower site. Fire department funds will be transferred to the Sheriff's Office radio fund to pay our half of the costs.

The meeting adjourned at 7:45 p.m.

# **Conway County Administrative Fire Board**

August 8, 2000

Jim Taylor called the monthly meeting to order at 7:13 p.m. Brian Polk, Johnny Moll, and David Speights were also present.

After discussion with District 1 Chief Gus Biggers, the board decided that the letter concerning Jeff Gregerson was not needed. Gus reported that Mr. Gregerson had returned the fire department equipment and probably would not reapply to the fire department.

A 911 Committee meeting has not been scheduled. Robert Stobaugh suggested that the 911 Committee also look at the method by which the Coroner is notified. The fire department should be allowed to start the Coroner when a death is obvious.

If the grounds around Central Station are not mowed and cleaned up soon, we will hire someone to clean the property. A bill will be sent to the county with a notice that the building lease will be dissolved if it is not paid within 15 days.

The Administrative Board decided to forward Steve Wear's name to the County Judge for appointment to the board.

Jim Taylor will submit a news article to the newspaper next week.

Brian Polk announced that an appreciation banquet would be held for District 4 on October 28<sup>th</sup>. The banquet will be held at St. Mary's hall and the Administrative Board members are invited as guests. Firefighters are invited. More information will be given next month.

Charles Gangluff said that the local cable station had contacted him asking if we were interested in advertising on channel 6. The board decided this was not needed.

Discussion was held on having monthly meeting at each station starting in January. More discussion will be held next month.

The meeting adjourned at 7:50 p.m.



# Conway County Fire Department Advisory Board

August 8, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:05 p.m. District 9 was not present.

The minutes of the July meeting were read and approved. Monthly run reports were distributed. Brian Polk and Charles Gangluff distributed Sales Tax handouts.

After discussion, a motion was made by Ronny Campbell with a second by District 8 to submit Steve Wear's name to the Administrative Board for consideration to fill the vacant position on the Administrative Board. Roll call vote was taken with all except District 3 voting YES.

Mowing around Central Station will be brought before the Administrative Board.

The letter to District 1 concerning Jeff Gregerson has not been mailed.

Tommy Cook suggested that we have a three-district response for any fires until the temperature goes down. The primary district should immediately request another district when they respond.

A burn ban is now in place for Conway County.

Brian Polk suggested that we place an additional 1/8 page ad in the newspaper. The ad will give information on the fire department's need for the Sales Tax. The cost of the ad will be \$153.00. A motion was made by Charles Gangluff with a second by District 8 to place this ad in the paper. The motion was approved.

Jim Taylor announced he had received names from four districts concerning the Hepatitis shots.

Johnny Moll congratulated Districts 1, 3, and 7 for a job well done this morning at the house fire.

Contact District 11 if you are interested in a Structure Fire or ITCO class.

Gus Biggers will have the signs at the meeting next Tuesday night.

Tim Bengston brought up some discussion concerning training needs for ISO.

Mike Davidson will notify the media of the community meetings on August 17<sup>th</sup>.

The Conway County Regional Water Distribution District is asking that the fire department not use water unless necessary. They are currently having difficulty keeping the water pressure up.

Robert Stobaugh announced that he had visited with the Morrilton Fire Department and they are in support of the Sales Tax for the Conway County Fire Department. Gus Biggers announced that he had visited with the Oppelo Fire Chief and the Chief was also in favor.

Charles Gangluff was selected as the spokesman for the 20/20 Public Forum.

The meeting adjourned at 7:05 p.m.

# **Conway County Fire Department**

## **Proposal for 1/4 cent Fire Tax Revenues**

*The following is a proposal submitted by Chief Mike Davidson for the use of revenues that will be generated if the 1/4 cent fire tax is approved on August 22, 2000. This plan will be broken down into immediate needs and long range goals.*

*The first phase, or the "immediate needs phase" of this plan will be a five (5) year plan.*

- 1. Place a cap of \$50,000.00 on the administrative budget. All revenue will be split equally by 13.5 until the administrative budget reaches the \$50,000.00 cap at which time the funds will be split by 12.5 equally between the county fire districts. When the administrative budget drops to \$40,000.00 then it will then be brought back up to the \$50,000.00 cap using the 13.5 formula.*
- 2. Set minimum apparatus and equipment standards for all fire districts. Each district must use the revenue generated to meet these standards. The following is recommended as MINIMUM Apparatus and equipment standards.*
  - 2 - Class A pumpers*
  - 1- Tanker*
  - 1- Brush Truck*
  - 1- Service/ Rescue Truck*

*All apparatus will be equipped to meet ISO and NFPA standards. It must be understood that each district will have different needs and that this is a minimum requirement for districts to meet. These requirements must be met within the five year plan. It should also be understood that some districts will have other needs such as fire station construction or additions that may need to take place in order to house these apparatus. After these requirements are met then districts may purchase other apparatus and equipment they feel they need for their districts following current purchasing guidelines..*
- 3. Before the 2001 budget process and before a district can get these funds, the district must present to the administrative board a 5 year plan of how they are going to meet these standards. They must also submit an annual progress report to the administrative board before each annual budget showing progress they have made in meeting these goals. The purpose of this is to insure that ALL districts are making an effort to meet the standards and are not just existing as a part of the county fire department. Again, each district has different needs and each will have to meet these standards in a different manner. The 5 year plan should give each district enough time to meet the required standards and will give them a goal to work toward.*
- 4. At the end of the 5 year cycle, the advisory board and administrative board will then reevaluate where the Conway County Fire Department is at and what progress has been made at which time long range goals may be addressed.*

## **Conway County Fire Department**

### **Recommended Apparatus Standards**

The following is recommended as **MINIMUM** Apparatus standards for each district. This should be considered as a starting point for districts to use as a guide for their 5 year plan. Several Chief have requested this information so that they can begin working on their plan. Chief Davidson is working on minimum standards for pumpers and service trucks. Chief Bengston is working on standards for tankers. Since brush trucks will not effect ISO rating, we will not work on brush truck standards at this time. Brush equipment is simple and should take care of itself. If need be we can address this issue at a later date. This standard has not been approved by the board but should be used as a guide to start working on your 5 year plan.

#### Minimum Apparatus Standards

2 - Class A Pumpers  
1 - Tanker  
1 - Service/Rescue Truck  
1 - Brush Truck

#### Minimum Equipment for Pumpers

<u>Item</u>	<u>Recommended</u>
1 ½ or 1 ¾ inch hose carried	400 ft.
1 ½ or 1 ¾ inch hose spare (may also be carried)	200 ft.
Booster hose (extra 1 ½" pre connect may sub for booster hose)	200 ft.
1000 gpm monitor (Mounted or portable)	1
2 ½ inch distribution nozzle	1
Foam nozzle	1
Foam (carried)	15 gallon
Foam (spare)	10 gallon
Note: Compressed Air Foam Systems will not be counted by ISO (yet)	
2 ½ inch smooth bore nozzle	2
2 ½ Inch fog nozzle	2
1 ½ inch fog nozzle	2
1 ½ inch spare fog nozzle should be carried if carrying spare 1 ½ in hose	
salvage covers (recommended 12' x 18')	2
rechargeable hand lights	2
hose clamp	1
2 ½ inch hydrant gate valve	1
2 ½" burst hose jacket	1
2 ½ x 1 ½ gated wye	1
Mobile radio	1
Portable Radio	1
12 ft. of 14 ft. roof ladder	1

*Pumper Equipment Standards, Page 2*

<u>Item</u>	<u>Recommended</u>
24 ft extension ladder	1
S.C.B.A.	4
Spare S.C.B.A. bottles	4
20 BC Dry chemical extinguisher	1
10 BC CO2 Extinguisher	1
2A water extinguisher	1
pick head axe	1
flat head axe	1
10 ft. pike pole	1
bolt cutters	1
claw tool	1
36 inch pry bar	1
hydrant wrench	2
spanner wrench	6
2 ½ inch double females	3
2 ½ inch double males	3
10 ft attic ladder	1
10 ft hard suction	1
suction strainer	1
O2 unit	1
Trauma kit	1
rubber mallet	2
tool box, assorted tools	1
6 ft pike pole	1
booster reel nozzle	1 per reel
foam eductor	1
2 ½ inch hose Each pumper must carry at least 400 ft of 2 ½ inch hose. Each pumper must carry an additional 800 feet of 2 ½ inch or larger hose for a total of 1200 feet of hose. It is recommended each pumper carry up to 2000 feet of hose, if your hose bed will hold it.	

Minimum Service Truck Equipment

<u>Item</u>	<u>Recommended</u>
500 gpm nozzle	1
S.C.B.A.	6
Spare S.C.B.A. bottles	6
salvage covers	10
2500 watt generator	1
500 watt flood lights	3
smoke ejector	1
Oxyacetylene cutting unit	1

*Service Truck Equipment page 3*

<u><i>Item</i></u>	<u><i>Recommended</i></u>
<i>Power saw</i>	<i>1</i>
<i>rechargeable hand light</i>	<i>6</i>
<i>hose roller</i>	<i>1</i>
<i>6 ft pike pole</i>	<i>2</i>
<i>8 ft pike pole</i>	<i>2</i>
<i>12 ft pike pole</i>	<i>2</i>
<i>mobile radio</i>	<i>1</i>
<i>portable radio</i>	<i>1</i>
<i>10 ft attic ladder</i>	<i>1</i>
<i>14 ft extension ladder</i>	<i>1</i>
<i>scoop shovels</i>	<i>3</i>
<i>pick head axe</i>	<i>1</i>
<i>flat head axe</i>	<i>1</i>
<i>36 inch pry bar</i>	<i>1</i>
<i>sledge hammer</i>	<i>2</i>
<i>claw hammer</i>	<i>3</i>
<i>box assorted nails</i>	<i>1</i>
<i>100 ft extension cords</i>	<i>3</i>
<i>trauma kit</i>	<i>1</i>
<i>O2 unit</i>	<i>1</i>
<i>claw tool</i>	<i>1</i>
<i>20 BC dry chemical extinguisher</i>	<i>1</i>
<i>10 BC CO2 extinguisher</i>	<i>1</i>
<i>2A water extinguisher</i>	<i>1</i>
<i>duct tape</i>	<i>2 rolls</i>
<i>bolt cutters</i>	<i>1</i>

*Source of Information is ISO Rating Schedule and NFPA 1901, Standards for Fire Apparatus*

# **Conway County Administrative Fire Board**

September 12, 2000

Jim Taylor called the monthly meeting to order at 8:10 p.m. Brian Polk, Johnny Moll, Steve Wear and David Speights were also present.

The Board discussed and decided to start meeting in the district stations. This will begin January 2001 and will start at District 1-Springfield. The districts will then follow in order with District 2 in February, District 3 in March, etc. The public will be notified each month. If needed due to weather or other reasons, the station location can be changed.

The Board decided that if the Oppelo Fire Department wanted a meeting, they should meet us at our monthly meeting at Central. They will be asked to bring their 5 man Board of Commissioners.

Steve Wear made a motion with a second by David Speights to send a letter to the Quorum Court outlining the fire department's concerns in this matter. This was approved. Charles Gangluff will sign the cover letter as the Administrative Board Secretary.

Charles Gangluff requested a loan from the Administrative Fund to purchase SCBA's needed before District 4's ISO evaluation. These funds will be repaid. This was approved. Charles also requested that he be allowed to spend over \$5,000.00 for this equipment. This was also approved.

Steve Wear mentioned that he had a number of pressurized hydrants purchased by the fire department that needed to be installed. Charles will contact the districts to see where they need to be installed.

Steve Wear made a motion, which was seconded by Brian Polk to purchase 4 radios from the Administrative Fund to be placed in Forestry vehicles. This will give the fire department the ability to talk directly with them at fires. The motion was approved.

Discussion was held on the method of distributing the new funding. Steve Wear asked that a report be prepared to show the existing equipment operated by the fire department. Also each district needs to bring a list of their needs over the next five years to the board. The board discussed the possibility of contracting new stations and making joint purchases.

The board agreed to have Charles Gangluff look into reinstating the pension fund.

The board asked Charles Gangluff to give a report next month on the Districts that paid the advertising costs.

The meeting adjourned at 9:30 p.m.

A motion was made to establish a 5 man building committee consisting of Mark Parker, Tim Bengston, Mike Davidson, Charles Gangluff, and Steve Wear. Mark Parker seconded the motion, which was approved.

Charles Gangluff reminded everyone that they were welcome to meet the ISO representative on Monday, September 25, 2000 at a hamburger cookout in St. Vincent. Brian Polk also reminded everyone of the appreciation banquet on October 21<sup>st</sup> at St. Vincent.

Discussion was held on the Oppelo Fire Department's request for additional funding. A motion was made by Mike Davidson with a second by Tim Bengston to ask the Administrative Board to send a letter to the Quorum Court outlining the fire department's concerns in this matter. This was approved.

Mike Davidson suggested we establish minimum equipment requirements for each station. A motion was made by Charles Gangluff with a second by Bruce Curtis to allow the building committee to also look into minimum specifications for each district. This was approved.

Tim Bengston mentioned some difficulties in working with the OES coordinator at the Petit Jean fire.

Discussion was held on the need for Incident Command training. We also need to critique the fire as soon as we can.

Charles Gangluff will check with the state pension board to see what the cost would be to reinstate the fire department pension.

The meeting adjourned at 8:05 p.m.

# Conway County Fire Department Advisory Board

September 12, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:05 p.m. All Districts were present.

The minutes of the August meeting were read and approved. Monthly run reports were distributed.

Charles Gangluff discussed the advertising costs for the tax election. Each district should send District 4 a check for \$200.00 to pay for the advertising.

J. R. Rager thanked all of the districts for helping with the fire on Petit Jean Mountain. Jim Hensley mentioned that the State Forester and the Lieutenant Governor complimented the fire department for a job well done. The cost to the fire department has not been calculated. Mike Davidson made a motion that we send the 911 Dispatch Center a letter of appreciation for the help during the fire. Jim Hensley seconded the motion, which was approved.

Robert Stobaugh mentioned that he is working on a proposal to have the agricultural pilots help extinguish fires.

The fire department will send something to the firefighter from Casa that died after the fire.

Charles Gangluff told everyone that letters have been mailed to those persons that helped us pass the Sales Tax.

Mike Davidson reported that construction has started on the new tower site. Discussion was held on improvements to the radio system including additional channels. The Mounted Patrol has some radios for sale that can be used by the fire department.

Charles Gangluff reported that the Mayor of Oppelo has requested another meeting to discuss the Sales Tax issue. The members suggested that they meet with us at the next board meeting.

Charles Gangluff started discussion on distributing the new funds. Next years budget will be needed in a few weeks. The new money must be used for capital expenditures the first two years. Charles showed a map that was made to indicate 5 road miles from the existing stations. Additional stations will be needed. It was decided that stations would only be added if the District Chief wanted them.



# Conway County Fire Department Advisory Board

August 8, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:05 p.m. District 9 was not present.

The minutes of the July meeting were read and approved. Monthly run reports were distributed. Brian Polk and Charles Gangluff distributed Sales Tax handouts.

After discussion, a motion was made by Ronny Campbell with a second by District 8 to submit Steve Wear's name to the Administrative Board for consideration to fill the vacant position on the Administrative Board. Roll call vote was taken with all except District 3 voting YES.

Mowing around Central Station will be brought before the Administrative Board.

The letter to District 1 concerning Jeff Gregerson has not been mailed.

Tommy Cook suggested that we have a three-district response for any fires until the temperature goes down. The primary district should immediately request another district when they respond.

A burn ban is now in place for Conway County.

Brian Polk suggested that we place an additional 1/8 page ad in the newspaper. The ad will give information on the fire department's need for the Sales Tax. The cost of the ad will be \$153.00. A motion was made by Charles Gangluff with a second by District 8 to place this ad in the paper. The motion was approved.

Jim Taylor announced he had received names from four districts concerning the Hepatitis shots.

Johnny Moll congratulated Districts 1, 3, and 7 for a job well done this morning at the house fire.

Contact District 11 if you are interested in a Structure Fire or ITCO class.

Gus Biggers will have the signs at the meeting next Tuesday night.

Tim Bengston brought up some discussion concerning training needs for ISO.

Mike Davidson will notify the media of the community meetings on August 17<sup>th</sup>.

The Conway County Regional Water Distribution District is asking that the fire department not use water unless necessary. They are currently having difficulty keeping the water pressure up.

Robert Stobaugh announced that he had visited with the Morrilton Fire Department and they are in support of the Sales Tax for the Conway County Fire Department. Gus Biggers announced that he had visited with the Oppelo Fire Chief and the Chief was also in favor.

Charles Gangluff was selected as the spokesman for the 20/20 Public Forum.

The meeting adjourned at 7:05 p.m.

# Conway County Fire Department

August 15, 2000

A special joint meeting of the Advisory and Administrative Boards was held. Districts 5 and 9 were not present.

The grounds around Central Station have been mowed.

A 911 meeting that was set for August 17<sup>th</sup> has been delayed until later.

Charles Gangluff will be on KVOM's "Close-up" on Thursday.

Robert Stobaugh advised everyone that the law states that no one can campaign within 100 feet of the polling location.

Discussion was held on the complaints from Oppelo after the Public Forum. A meeting will be held at Oppelo City Hall on Thursday evening. The Administrative Board has been asked to attend.

Gus Biggers announced that he had two signs per district to be picked up after the meeting.

Brian Polk announced that the correct date for the banquet at St. Vincent will be October 21<sup>st</sup>.

Discussion was held on possibly getting Med-flight to do a class for the fire department.

The meeting adjourned at 7:15 p.m.

## **Conway County Administrative Fire Board**

August 8, 2000

Jim Taylor called the monthly meeting to order at 7:13 p.m. Brian Polk, Johnny Moll, and David Speights were also present.

After discussion with District 1 Chief Gus Biggers, the board decided that the letter concerning Jeff Gregerson was not needed. Gus reported that Mr. Gregerson had returned the fire department equipment and probably would not reapply to the fire department.

A 911 Committee meeting has not been scheduled. Robert Stobaugh suggested that the 911 Committee also look at the method by which the Coroner is notified. The fire department should be allowed to start the Coroner when a death is obvious.

If the grounds around Central Station are not mowed and cleaned up soon, we will hire someone to clean the property. A bill will be sent to the county with a notice that the building lease will be dissolved if it is not paid within 15 days.

The Administrative Board decided to forward Steve Wear's name to the County Judge for appointment to the board.

Jim Taylor will submit a news article to the newspaper next week.

Brian Polk announced that an appreciation banquet would be held for District 4 on October 28<sup>th</sup>. The banquet will be held at St. Mary's hall and the Administrative Board members are invited as guests. Firefighters are invited. More information will be given next month.

Charles Gangluff said that the local cable station had contacted him asking if we were interested in advertising on channel 6. The board decided this was not needed.

Discussion was held on having monthly meeting at each station starting in January. More discussion will be held next month.

The meeting adjourned at 7:50 p.m.

## **Conway County Administrative Fire Board**

October 10, 2000

Jim Taylor called the monthly meeting to order at 8:15 p.m. Brian Polk and David Speights were also present.

An announcement was made that Johnny Moll had resigned due to health problems in the family.

District 2 announced that they had borrowed \$1900.00 as an emergency due to engine problems on a pumper.

Discussion was held on the number of pressurized hydrants purchased through RC&D that need to be installed.

The radios have been purchased for the Forestry vehicles.

Mike Davidson reported that they were waiting for parts to install the new tower site on Petit Jean.

Charles Gangluff told the board that checks for advertising the tax election had been received from all districts except District 2, 9, and 12. He was advised to send letters to these districts.

The 2001 budget was discussed. The ¼ Cent Sales Tax should be split equally between the 12 districts. An additional amount of the 15% of the 1-Cent Sales Tax will need to be placed in the Administrative Fund. The Administrative Fund will need to be \$25,000 per year for the next two years. This was approved by those present.

Mike Davidson requested a loan from the Administrative Fund to replace an engine in one of his trucks. A motion was made by Brian Polk with a second by Jim Taylor to approve this loan. The motion passed.

Tim Bengston requested that the Administrative Fund be used to service the truck which will be used to carry the cascade tanks and to purchase metal needed to build fragmentation chambers. This was approved.

Charles Gangluff asked that each district bring a list of their trucks to the next board meeting for the Administrative Board.

Jeff Curtis announced that he was now the chief of District 11. Phillip Cox has resigned.

Discussion was held on implementing a fine for districts that do not send a representative to the board meetings. Also mentioned was the fact that there is not a provision for proxy votes. Only appointed board members will be allowed to vote. Brian Polk made a motion with a second by Jim Taylor to implement a \$1,500 fine each month for any district that does not send a representative to the board meetings. This will start as soon as the new funds are received. The fine will be assessed at the next month's meeting and the Administrative Board will allow certain excuses on an individual basis. The motion passed.

Brian Polk will look into EMT classes at Petit Jean College. Each district is encouraged to choose 2 or 3 First Responders that would be interested in this training. The Administrative Board will pay for the training. Other types of fire training classes will also be looked into.

Brian also mentioned the possibility of the Fire Department putting up a display at "Christmas in the Park". The Board decided that it would be better to instead have a number of trucks in the Christmas Parade and for each district to collect funds to sponsor families. More discussion will be held at the next meeting.

Discussion was held on the lease of Central Station. No action was taken.

The meeting adjourned at 9:05 p.m.

# Conway County Fire Department Advisory Board

October 10, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. District 9 was not present. Numerous guest attended the meeting including; County Judge D. H. Pettingill, J.P. Gary Sams, J.P. Phillip Hoyt, J.P. Mike Hammonds, J.P. Robert Stobaugh, J.P. Terry Alvey, Mayor of Oppelo Buster McCoy, Oppelo Fire Chief Greg Andrews, numerous Oppelo firefighters, and other interested parties.

The minutes of the September meeting were read and approved. Monthly run reports were distributed.

Gary Sams read a proposal to provide funding to the Oppelo Fire Department in return for fire protection in an area surrounding the city. The proposal is to contract with Oppelo for \$1200.00 per month to protect a 5 mile radius around Oppelo. The contract is to be renegotiated every five years. Previous purchases made by Oppelo would become the property of Oppelo for a nominal fee. Questions were raised by a number of Advisory and Administrative Board members. These included in part;

- Mark Parker – will funding come from the 15% of the 1 cent tax or from the ¼ cent Sales Tax? What happens to the contract if county funding is reduced? Is the CCFD relieved of the possibility of lawsuits in the area?
- Bob Bryant – Why is the CCFD held accountable for all county funds expended, but the OFD will not?
- David Speights – Could a portion of the funds allotted to the OFD be earmarked for water improvements?
- Mike Davidson – Will the OFD continue to receive two shares of the Act 833 funds?
- Tim Bengston – Can equipment specifications be established for the area served outside of Oppelo? Can funds be limited as to how they are expended? Especially toward items that will improve the ISO rating in the area surrounding Oppelo, not for items such as shirts, badges, etc.
- Charles Gangluff – Mentioned concerns with the current ordinance allotting funds to the Oppelo Fire Protection District and the expenditure of these funds.
- Jim Taylor – We need to move forward, but we need accountability.
- Someone suggested that the OFD be required to report to the Administrative Board at regular intervals.
- Members of the audience that reside in the area of concern commented on their desire to be served by the OFD. They mentioned their current class 7 rating.

Charles Gangluff will send the questions to Gary Sams tomorrow.

Terry Alvey mentioned concerns with district boundaries such as on Highway 95 and Highway 287 East. He stated that he had received calls concerning who responds to these areas.

Mark Parker suggested that we ask the Quorum Court to do something to improve the visibility of house numbers.

J. R. Rager announced that T-shirts were being sold to commemorate the Petit Jean Mountain fire.

Charles Gangluff announced that he had not received the \$200 checks for advertising from Districts 2, 9, and 12.

Charles Gangluff made a motion with a second by Gus Biggers to send a \$30 memorial from the candy fund in memory of the firefighter that died after the Petit Jean fire. This was approved.

Mike Davidson discussed equipment standards and minimum equipment requirements. Mike made a motion with a second by Gus Biggers to establish minimum equipment requirements of 2-Class A Pumps, 1-Tanker, 1-Service/Rescue Truck, and 1-Brush Truck. This motion was approved.

Tim Bengston is working on tanker specifications.

Mike Davidson made a motion which was seconded by Gus Biggers to propose to the Administrative Board that the ¼ Cent Sales Tax be distributed 12 ways. A roll call vote was taken with Districts 1,2,3,5,6,8, and 12 voting YES. Districts 4,7, and 11 voted NO.

The board agreed to keep the building and equipment committee active. Ronny Campbell will replace Charles Gangluff on this committee.

Mark Parker will mail letters of appreciation to the fire departments in Pope County that assisted on the Petit Jean fire.

Mike Davidson suggested that we need Burn Ban signs which can be placed in various locations throughout the county when a ban is placed on burning. Charles Gangluff made a motion with a second by Mark Parker to move forward with this. The motion was approved.

John Payne announced that the 911 Center is purchasing computer software to improve address locations while dispatching. Information was also given that if a phone company other than Southwestern Bell is used, the 911 call may go to a different 911 Center.

Gus Biggers showed an accountability tag that can be purchased locally through Jimmy O'Neal for about \$3.00 each.

The meeting adjourned at 8:15 p.m.

The original contract proposal should be forwarded to the Oppelo Fire Protection District with a request that they respond directly to the Administrative Board.

A letter will be mailed to Jeff Curtis, District 11 Chief requesting that he attend the next Administrative Board meeting.

Discussion was held on the duties and responsibilities of the Administrative Chief. A new title may need to be considered for this position. The Administrative Board Chairman will sign all correspondence.

The meeting adjourned at 9:05 p.m.



# **Conway County Administrative Fire Board**

November 14, 2000

Steve Wear called the monthly meeting to order at 7:58 p.m. Brian Polk and David Speights were also present.

A motion was made by Brian Polk with a second by David Speights that the possibility of selling Central Station and the adjoining land be explored. This was approved.

Discussion was held on computer software and hardware. Steve Wear suggested that those districts that can and will use the program could purchase it. Also, districts should be certain that they have the proper firefighting equipment before purchasing computer equipment. No decision was made on purchasing the software or hardware.

Steve wear asked that an inventory of each district be provided to the Administrative Board. Charles Gangluff will copy what is currently on file. Steve will speak to the Advisory board at the next meeting.

Steve Wear mentioned concerns with the requirement to have a representative attend Advisory Board meetings. Steve feels that definite boundaries should be established with this policy.

The Year 2001 budget was discussed. The Administrative Board members agreed that a fair amount of funds should be kept in the Administrative Fund. This will be used when the Advisory Board comes up with funding requests or individual districts ask for a loan. Steve Wear asked that Charles Gangluff provide a list of outstanding loans be provided to the Administrative Board. The board members agreed that the Administrative Board should receive two shares of the 15% of the 1-Cent Sales Tax rather than one as has been done in past years. Charles Gangluff will complete the Administrative Budget and forward a copy to each board member.

Before any district takes a truck out of service, they should let the Administrative Board know. A truck is needed for the cascade system.

Agendas will be mailed to each Administrative Board member at least 7 days prior to regular monthly meetings. The Advisory Board will need to forward any items that will need Administrative Board action to Charles Gangluff to be included in the agenda.

County Treasurer Wayne DeSalvo has been made aware that the Administrative Board must approve any purchase over \$5000 for the Oppelo Fire Protection District. He also researched back to 1995 and said that no purchases over \$5000 have been made previously.

Steve Wear distributed a draft of the letter to be mailed to the Attorney General. When the final draft of the letter is ready, each board member will sign.

# Conway County Fire Department Advisory Board

November 14, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:03 p.m. Districts 1, 5, and 9 were not present.

The minutes of the October monthly meeting and the special call meeting of November 2<sup>nd</sup> were read and approved. Monthly run reports were distributed.

/ Mike Davidson presented two proposals to be considered at the next meeting. The first proposal would affect the way policies and procedures are adopted. The second proposal sets guidelines on the procedure for selecting Administrative Board members.

/ Discussion was held on training programs through Petit Jean College. Legal issues on medical training were of concern. The training ideas were tabled.

/ Charles Gangluff reported that he received a letter from the County Judge concerning a counter-proposal from the Oppelo Mayor and Fire Chief. Their proposal was for \$18,000 per year in twelve monthly payments to be paid to the Oppelo Fire Protection District; a share of Act 833 funding; renegotiations after a 10% increase in ¼ Cent Sales Tax collections; and all previous funds remitted becomes the property of the City of Oppelo.

/ A motion was made by Ronnie Campbell with a second by Jeff Curtis to hold to our original proposal and to request a formal answer to this proposal. A roll call vote was taken with Districts 2, 3, 4, 6, 7, 8, 10, 11, and 12 voting YES with no districts voting NO.

/ Tim Bengston presented a copy of tanker specifications. A copy will be forwarded to each district to be discussed at the next meeting.

Discussion was held on purchasing software for record keeping. Firehouse Software has forwarded a bid of \$2395 for one copy of the software and \$8400 for twelve copies plus technical support. This was tabled until the next meeting.

Jeff Curtis presented a letter of concern on a recent fire call in Solgohachia. The concerns will be forwarded to the 911 Coordinator. Additional concerns with background noise, the failure to send a second district on structure fires, the lack of an address, and the confusion during shift change will also be forwarded to the 911 Coordinator.

Charles Gangluff announced that an Application Workshop will be held on November 25<sup>th</sup>. Each district is encouraged to send two people to the workshop. He also distributed grant applications for the Rural Fire Protection Program to the districts that had not received a copy. Each district is encouraged to apply for their area.

Charles Gangluff spoke with the County Treasurer and he said that we could pay association dues out of our line item budget.

Act 833 paperwork was given to each district.

The meeting adjourned at 7:52 p.m.

November 2, 2000

To: CCFD Advisory & Administrative Boards

From: Gary Sams

Re: Questions Submitted By CCFD

Gentlemen:

Attached to this letter is mine and County Attorney Jeremy Landon's attempt to answer the questions recently submitted. The answers are based on a contractual agreement between Conway County and Oppelo City.

Fellows, the key here according to legal council is to negotiate a contract that contains the needed items outlined in the submitted questions. The contract would be binding and failure to comply with the articles agreed upon in the contract could void the contract or a portion of depending upon how the document was written. Therefore it is critical that the contract be drafted in a fashion that it satisfies the concerns of the CCFD and is workable and fair to Oppelo City.

I appreciate everyone's concerns and feel confident we will work this out in a fair and equitable manner.

Best Regards,

A handwritten signature in cursive script, appearing to read "Gary Sams", written in dark ink.

Gary Sams

Chairman Conway County Fire Committee

## FIFTEENTH JUDICIAL DISTRICT PROSECUTING ATTORNEY

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224 E. RAILROAD AVENUE  
POST OFFICE BOX 288  
MORRILTON, ARKANSAS 72110  
PHONE: (501) 354-1103  
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JEREMY LANDON  
DEPUTY PROSECUTOR

HOPE MILLSAP  
OFFICE ADMINISTRATOR

November 2, 2000

Mr. Gary Sams  
VIA FAX: (501) 354-9297

RE: Request for information regarding Oppelo fire service entities and CCFD

Dear Gary:

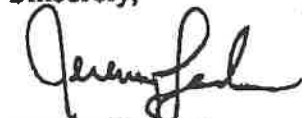
I am writing today in response to the questions posed to you by Conway County Fire Department Administrative Chief Charles Gangluff. I have reviewed the memorandum presented to the Quorum Court on September 13, 2000, and fax presented to you on October 11, 2000. It is my understanding that there is a meeting this evening and that the members of the CCFD Administrative Board are interested in the resolution of these questions.

As you know, many of the questions that were raised deal with funding issues and the types of service to be provided. I am afraid there are simply no clear answers to these questions. No Arkansas statute can provide guidance on these issues. In my opinion, the only way to resolve these questions is by negotiation. Clearly, the final version of the contract will provide the answers to these questions, and those answers will be binding on all parties. In other words, this matter will simply have to be resolved between the Oppelo entity (whether the OFD or the OFPD) and the Conway County Fire Department Administrative Board.

With that said, I can tell you that the Quorum Court has the authority to determine which fund (whether the 15% of one cent tax or the more recent ¼ cent tax) any additional monies may come from. Again, this will simply need to be resolved by the contracting parties, with the approval of the county's governing body.

If I can be of further assistance, please feel free to contact me, and please extend that offer to any person who has an interest in this matter.

Sincerely,



Jeremy Landon  
Deputy Prosecutor

JL/shm

## QUESTIONS SUBMITTED BY THE CONWAY COUNTY FIRE DEPARTMENT'S ADMINISTRATIVE AND ADVISORY BOARDS

1. Will the contract be made with the OFD or with the OFPD?

The OFPD would no longer exist so the contact would be with the OFD. The contract would be a service contract for OFD to provide fire protection for the area now known as the OFPD.

2. Will the OFD/OFPD receive one or two shares of ACT 833 funding?

Since there will no longer be an entity known as the OFPD, the OFD would receive one share of funding.

3. Which fund will be used to pay the contracted amount (15% of 1cent tax or ¼ cent tax)? Can the contract legally be paid from the ¼ cent tax?

It is the opinion of the County Attorney that the Quorum Court has the authority to determine which fund to pay the contract from.

4. How much will be charged for the equipment sold to the OFD and where will the funds be deposited?

Through an intergovernmental agreement between Conway County and the city of Opello, the County Judge will exercise his authority and execute a sale for a nominal fee to be determined by the County Judge. This is a common practice.

5. Will the OFD report to the Administrative Board concerning the area served outside of the city? How often?

The Opello Mayor has agreed to come to the Fire Meetings and report. How often will be determined by the Administrative Board. A quarterly report would probably be sufficient. It would be a written requirement in the contract.

6. Will the CCFD be liable for any lawsuits in the area protected by the OFD?

The contract would be written in language that would relieve CCFD of any legal liabilities of which would be assumed by the contractor/OFD.

7. If the 15% of the 1-cent tax is reduced or eliminated, what will happen to the contract?

If the contract was being paid from the 15% of the 1-cent tax and it was eliminated, the contract would then be funded from the  $\frac{1}{4}$  cent tax. It would be better to fund the contract initially from the  $\frac{1}{4}$  cent tax.

8. Why would the OFD not be accountable for the county funds?

Because the county will be contracting a service, the money belongs to Opello. The county would no longer have to maintain funds and account for the paying the bills of the OFD. This is not to say that the contract could contain language that would earmark some portion of the funding for improvements in the county area being serviced.

9. Can a certain percentage of the county funds be earmarked, such as for water improvements outside of the city or meeting minimum equipment specifications?

The contract could be written to require such earmarking of funds as described in question #8 above.

10. How can we be assured that other entities in the county will not be allowed to take an area from the CCFD and receive similar funding?

No other area has the same critical physical characteristics as this area. More important it is within the County Judge's authority to enter into contracts with municipalities and there are no plans for any additional contracts.

11. Will a definite boundary be established for the area and, if so, what is this boundary?

The boundary will be the same as has been recognized in the past as the OFPD.

# Conway County Fire Department Advisory Board

November 2, 2000

Chairman Tommy Cook called a special Advisory Fire Board meeting to order at 6:05 p.m. District 5 was not present. Numerous guests from Oppelo attended.

Correspondence from Gary Sams was distributed. The document answered questions that the fire department had concerning the contract with the City of Oppelo. A copy of this correspondence is attached.

Discussion was held on the need for additional legal advice and the party that could best provide this. Options other than a contract were discussed.

Charles Gangluff made a motion, which was seconded by Mark Parker, to propose to the Administrative Board that the Conway County Fire Department resubmit the September 13<sup>th</sup> proposal to include the \$850.00 contract amount and the questions that have not been answered. A deadline of December 1, 2000 is established for tentative approval of the proposal, with a January 1, 2001 deadline to fully accept the provisions of the proposal. A roll call vote was taken with Districts 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, and 12 voting YES and no districts voting NO.

Discussion concerning the Arkansas Rural and Volunteer Firefighters Association, Petit Jean College training, and the Federal FIRE Bill were tabled until the regularly scheduled meeting.

The meeting adjourned at 7:35 p.m.



# Conway County Fire Department Advisory Board

December 12, 2000

Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:02 p.m. District 9 was not present.

The minutes of the November monthly meeting were read and approved. Monthly run reports were distributed.

Discussion was held on a proposal submitted by Mike Davidson affecting the way policies and procedures are adopted. Charles Gangluff made a motion with a second by Gus Biggers to accept the proposal as amended. The amendment adds the following to section #4; "If the Administrative Board feels that changes need to be made to a proposal, they will return the issue to the Advisory Board with comments and concerns for further consideration". A roll call vote was taken with Districts 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, and 12 voting YES and none NO. Copies of this action and future actions will be brought to the next meeting and each district will keep the information in a policy manual.

Discussion was held on how the Conway County Fire Advisory Board is set up. Some members feel that we should be allowed to have proxy votes. This will be looked into and considered at the next meeting.

A second proposal by Mike Davidson that sets guidelines on the procedure for selecting Administrative Board members was discussed. Concerns were mentioned that the geographic areas proposed were not fair to outlying districts. Also the number of members that could be firefighters was of concern. Charles Gangluff made a motion with a second by Mike Davidson to table the issue until the next meeting. Districts 1, 3, 4, 5, 6, 7, 8, 10, 11, and 12 voted YES. District 2 voted NO.

Discussion was held on training programs through Petit Jean College. A number of comments were made including concerns with state legislation on medical training. Charles Gangluff made a motion with a second by Mike Davidson to table this issue until after the legislature meets. This was approved.

A question was raised on the issue of whether we are one fire department or twelve separate departments.

The tanker specifications prepared by Tim Bengston were discussed. Areas of concern included; the requirement for a pump, tank size, and NFPA compliant fill connections. Mike Davidson made a motion with a second by Bob Bryant to table the issue. This was approved.

Ronny Campbell made a motion with a second by Mike Davidson to table the Oppelo proposal until the Attorney General has responded to our questions. This was approved.

Charles Gangluff distributed Certificate of Completion forms for the RC&D funds that have been received. These should be returned by January 1, 2001.

Mike Davidson reported on the new tower. He asked that each district bring him information on the make and model of mobile and portable radios. Also how many channels the radio has and if it is crystal or programmable. This information is needed by the next meeting.

Mike Davidson also presented a 911 complaint on a recent call.

The meeting adjourned at 7:50 p.m.

**The January 9, 2001 meeting will be held at District 1 - Springfield**

# **Conway County Administrative Fire Board**

December 12, 2000

Steve Wear called the monthly meeting to order at 7:52 p.m. Brian Polk, Jim Taylor, and David Speights were also present.

The minutes of the November meeting were approved as mailed.

The Year 2001 budget was presented by Charles Gangluff. This budget was approved after a few minor changes.

The training issue was tabled.

No action was taken on the possibility of selling Central Station and property.

Charles Gangluff distributed copies of the district's equipment inventory.

Discussion was tabled on the meeting attendance requirements. The issue will be placed on next month's agenda to be revisited with possible amendments.

The board members signed the letter to the Attorney General concerning the Oppelo contract. This letter will be mailed along with a copy of the ordinance and the ballot title.

Brian Polk made a motion with a second by David Speights to table the Oppelo issue until information is received from the Attorney General. The Quorum Court should also be made aware that we are waiting on this information. This was approved.

Mike Davidson requested that the old Mounted Patrol rescue be park in Central Station. This was approved.

Mike Davidson distributed a letter of complaint on 911 dispatching at a recent incident. The board approved for Charles Gangluff to forward this complaint.

Discussion will be held at the next meeting concerning the lack of confidence in receiving adequate response to 911 dispatching concerns.

Brian Polk made a motion with a second by David Speights for the Administrative Board to go into executive session. This was approved. The Administrative Board went into executive session at 8:30 p.m.

The Administrative Board reconvened at 8:50 p.m. Personnel issues were discussed with no action taken.

After discussion, review of the bylaws, and comments by the firefighters from district 11, David Speights made a motion with a second by Brian Polk to grant a waiver and allow Jeff Curtis to serve as District 11 Chief while living outside of District 11. David Speights, Brian Polk, and Steve Wear approved the motion. Jim Taylor voted no.

The meeting adjourned at 9:07 p.m.

**The January 9, 2001 meeting will be held at District 1 - Springfield**

# Conway County Fire Department Advisory Board

January 9, 2001

Co-Chair Mark Parker called the Advisory Fire Board meeting to order at 6:04 p.m. District 8 was not present. Numerous guests included; County Judge Jimmy Hart, County Clerk Beverly Paladino, Toni Perkins, President of Arkansas Rural and Volunteer Firefighters Association.

Beverly Paladino distributed and reviewed the statutes which set up the Advisory and Administrative Boards. Beverly also distributed information on vehicle insurance and Act 833 applications and audits.

Judge Hart praised the fire department for its hard work. He stated that he and the general public are looking forward to wise management of funds and lower ISO ratings. Discussion was held on resolving the Oppelo concerns.

Toni Perkins asked the fire department to join the Arkansas Association of Rural and Volunteer Firefighters Association. She outlined the many benefits of membership in the organization.

The minutes of the December monthly meeting were approved as mailed. Monthly run reports and 911 reports were distributed.

A motion was made by Bob Bryant with a second by J. R. Rager to table the proposal on Administrative Board member appointments. This was approved.

Discussion on proxy votes was tabled.

Gus Biggers made a motion with a second by Jeff Curtis to table the tanker specifications proposal. This was approved.

Everyone is reminded that a Mike Davidson needs a list of all portable and mobile radios.

Discussion was held on 911 concerns. We have not received a response on the concerns submitted last month.

Charles Gangluff distributed appreciation certificates from the Division of Volunteerism.

Election of officers was held.

For the position of Chairman: Mark Parker was nominated by Bob Bryant and J. R. Rager and Tommy Cook was nominated by Jeff Curtis and J. R. Rager. Mark Parker was elected.

For the position of Co-Chairman: Tommy Cook was nominated by Charles Gangluff and Bob Bryant and elected by acclamation.

For the position of Secretary: Charles Gangluff was nominated by Bob Bryant and Garry Turner and elected by acclamation.

Jeff Curtis announced that he had some parts for 2 ½ ton military trucks and the 5/4 ton Chevy trucks.

The meeting adjourned at 8:00 p.m.

**The February 13, 2001 meeting will be held at District 2 - Jerusalem**

# **Conway County Administrative Fire Board**

January 9, 2001

Steve Wear called the monthly meeting to order at 8:05 p.m. Brian Polk, Jim Taylor, and David Speights were also present.

The minutes of the December meeting were approved as mailed.

Charles Gangluff distributed a copy of the volunteer millage request that was prepared for the quorum court. Charles will advise the County Treasurer to distribute two shares of the 15% of the 1 Cent Sales Tax to the Administrative Fund.

Outstanding loans to the Districts from the Administrative Fund include; District 2 - \$1900, District 4 - \$ 7548, and District 8 - approximately \$2600. Mark Parker stated that District 2 also had a previous loan of \$500 to \$600 from 1998.

The training issue and communication improvements were discussed.

Two appraisals are needed on the Central Station property. The County Judge was made aware of the contract between OES and the fire department on this building.

The meeting attendance requirement was tabled pending a recommendation from the Advisory Board. This includes the need to resolve the proxy concerns.

Discussion was held on the Oppelo concerns. Steve Wear will attempt to set up a meeting.

Discussion was held on 911 concerns. Information has not been received from the letter mailed last month.

The purchase of computer software was tabled until the Advisory Board determines which districts would be interested in using the program. Every district should begin using this software if it is purchased.

We need to start the process of contacting state agencies and advising them that we are one department.

Mark Parker and Charles Gangluff will look into the pension fund concerns.

The proposal from the Advisory Board concerning policy and procedure change was considered. After a motion, second, and approval of a wording change; the Administrative Board returned the proposal to the Advisory Board for consideration.

The meeting adjourned at 9:43 p.m.

**The February 13, 2001 meeting will be held at District 2 – Jerusalem**

# **Conway County Administrative Fire Board**

February 13, 2001

Steve Wear called the monthly meeting to order at 8:45 p.m. Brian Polk, Jim Taylor, and David Speights were also present.

The minutes of the January meeting were approved as mailed. The monthly budget was reviewed.

The County Treasurer will distribute two shares of the 15% of the 1 Cent Sales Tax to the Administrative Fund.

Brian Polk made a motion with a second by Jim Taylor for the districts with loans from the Administrative Board to repay by the end of the year. This motion was approved.

Appraisals on the Central Station property will be done. The County Assessor will also be contacted for input into the value of the property.

The meeting attendance requirement was again tabled until information from the Advisory Board is received.

A motion was made by Brian Polk with a second by Steve Wear to approve a written request for an expenditure over \$5000 for the Oppelo Fire Department. This request for approximately \$9,700 in engine repairs was approved.

Steve Wear announced that a letter had been received from the Attorney General's Office advising that the office could not respond to our request for information. The board decided to not pursue the matter at this time.

Discussion was held on negotiating with Oppelo concerning the area outside of the city. A motion was made by Brian Polk with a second by Jim Taylor asking Districts 5 and 12 to report back to the board on the boundaries that they feel they can adequately cover. Also, a meeting should be held with the Oppelo Mayor concerning discussion on a possible contract. This motion was approved.

With a motion by David Speights and a second by Jim Taylor, the board approved mailing the district's letters to 911. Also, a cover letter will ask someone from 911 to attend the next Advisory Board meeting to review the Emergency Medical Dispatch cards. A response will be requested as soon as possible.

The amended proposal from the Advisory Board concerning policy and procedure change was approved with a motion by David Speights and a second by Jim Taylor. This proposal will be recorded as regulation 2001-01.

Some contact has been made concerning the pension fund. Work will continue on this matter.

Jim Taylor reported that Hepatitis-B injections for 75 persons will cost approximately \$5,200. An account will need to be established. The injections will be done at the Health Clinic. Each chief should review the list of firefighters that are interested in receiving an injection and should contact Jim Taylor as soon as possible with any additions.

Discussion was held concerning the districts that have yet to reimburse the St. Vincent Booster Fund for the cost of advertising for the sales tax election. No action was taken.

Discussion was held on radio communications. No action was taken.

After discussion, a motion was made by Brian Polk with a second by Steve Wear to have the Advisory Board develop a plan to move the trucks from Central Station. This was approved.

The Administrative Board proposed that if the Advisory Board preferred, all four nominees for a replacement Administrative Board member could be considered by the Administrative Board and a person chosen.

The meeting adjourned at 10:25 p.m.

**The March 13, 2001 meeting will be held at District 3 – Birdtown**



# Conway County Fire Department Advisory Board

February 13, 2001

Chairman Mark Parker called the Advisory Fire Board meeting to order at 6:13 p.m. District 9 was not present. Numerous guests included; County Judge Jimmy Hart, Lee Threadgill, Arkansas Fire Academy, and Curt Hippensteel, Petit Jean College.

Mr. Threadgill and Mr. Hippensteel discussed training opportunities for the department. We should contact the Marshall Training Site for training needs.

The minutes of the January meeting were read and approved. 911 reports, monthly run reports, 2000 annual run reports, and a five-year summary were distributed.

Discussion was held on the recent response to concerns from 911. Methods of reducing the amount of traffic on the radio during incident responses were discussed. Most agreed that we need additional radio frequencies. Gus Biggers made a motion with a second by Jeff Curtis to limit radio traffic during initial response to the following: First unit reports page received, then only officers or trucks should check enroute. Any other firefighters should report to the officer in charge by using the talk around channel if it is available. Also, a letter will be mailed to the 911 Center advising that they only need to record vehicle unit numbers on calls other than medical. The 911 Center should also advise us of any problems that occur with excessive traffic. This motion was approved.

Charles Gangluff made a motion with a second by Gus Biggers to ask Mike Davidson to look into replacing the antenna site at Carruther's and check the weak radio at the new antenna site. This motion was approved.

Charles Gangluff proposed that the fire department consider selling Central Station and using the funds to improve the 911 Center and the Conway County Fire Department. Gus Biggers made a motion with a second by Tim Bengston for Charles to work with the County Judge on a proposal concerning the 911 Center. The proposal will be presented to the Advisory Board before any actions are taken. This motion was approved.

Discussion was held on letters to 911 Dispatch from District 11 and 12. Tom Lemieux made a motion with a second by J. R. Rager to forward these letters to the Administrative Board requesting that they be mailed. The 911 Center will be asked to respond as soon as possible. The motion was approved.

A motion was made by Gus Biggers with a second by Tom Lemieux to ask that the 911 Center send someone to the Advisory Board meeting in March to review the Emergency Medical Dispatch cards that are being used. A request will be made that we receive a copy of these cards. The motion was approved.

Districts 1, 2, 4, 5, 6, 11, and 12 approved Charles Gangluff to enroll their members in the Arkansas Rural and Volunteer Firefighters Association. The other Districts will be contacted to see if they are interested in joining. \$5.00 per person will be deducted from each districts' budget.

The Administrative Board's amendment to the policy and procedure regulation was approved. Charles Gangluff made the motion with a second by Gus Biggers. The regulation will be returned to the Administrative Board.

Charles Gangluff announced the latest RC&D grant awards. He also reminded everyone that any outstanding paperwork would be required before the funds would be released.

Charles Gangluff distributed an insurance packet from Beverly Paladino.

Meeting attendance requirements, tanker specs, and computer software purchases were tabled.

Each district needs to send a report to Charles Gangluff within the next few days concerning any incidents responded to during the two ice storms. This information is needed by the County Judge for a FEMA report. The report could result in reimbursement for expenses on these calls. The report should include any incident that was caused in any way by the ice storms. It should include the date, time, and location of the incident; the vehicles responding, the number of firefighters, and the number of hours out.

The names of Charles George, Harold Ray Brown, Janie Sue Brown, and Roy Williams were nominated for consideration as Administrative Board members. A motion was made by Tim Bengston with a second by Jeff Curtis to delay a decision until next month to allow time to review the list of candidates. This was approved.

Mark Parker reported on the status of the building committee. They are currently determining possible station locations.

Jeff Curtis proposed a change to our bylaws concerning the residence of district chiefs and firefighters. A copy of this proposal will be mailed to the members and considered at the next meeting.

Tim Bengston proposed that when discussion concerning fire department matters (e.g. the 911 Center discussion with the County Judge) is held, the Chairs of the Advisory and Administrative Boards and the Secretary of the Boards should all be present. Mark Parker agreed that we all need to be represented during such discussions. Chief Parker suggested that he, as Chairman, should be the person to bring Advisory Board matters to the Administrative Board and that he should be the Advisory Board representative at meetings such as the 911 Center discussion. This proposal will be discussed at the next meeting.

Districts that would like to have some of the water blankets from the Forestry Commission should contact Tim Bengston.

Tom Lemiux mentioned his concern with the amount of discussion at meetings from persons that are not members of the board.

Steve Wear reported that the Administrative Board would be discussing the Oppelo Fire Protection District request for an expenditure over \$5000 and the Oppelo contract at their meetings. He also reported on ongoing improvements to water capability by the Water District.

The meeting adjourned at 8:42 p.m.

**The March 13, 2001 meeting will be held at District 3 - Birdtown**

ORDINANCE # 2001-11

BE IT ENACTED BY THE QUORUM  
COURT OF CONWAY COUNTY,  
STATE OF ARKANSAS, AN  
ORDINANCE TO BE ENTITLED:

AN ORDINANCE AUTHORIZING &  
ENCOURAGING THE CONWAY COUNTY  
ADMINISTRATIVE FIRE BOARD TO NEGOTIATE  
WITH THE OPPELO FIRE SERVICE DISTRICT BOARD.

WHEREAS: The Oppelo Fire Service District was created in 1991 to provide  
Fire Protection outside the City of Oppelo.

WHEREAS: The type of service and financing of this service hasn't clearly been  
defined.

WHEREAS: The Administrative Board clearly has authority under Arkansas  
Statute 14-14-705, paragraph 2 to handle the Conway County Fire Department finances.

NOW, THEREFORE, BE IT ORDAINED by the Conway County Quorum Court  
that the Administrative Board of the Conway County Fire Department is assigned the  
responsibility to set Policies and contract as necessary to provide this Fire Service to the rural  
areas of Conway County and the Fire Service Protection area outside the City of Oppelo.

DATE:

1-22-01

ATTEST:

  
JIMMY HART, COUNTY JUDGE

ATTEST:

  
BEVERLY PALADINO, CLERK

SPONSOR:

  
JUSTICE OF THE PEACE, DIST.# 5

**FILED**  
*newspaper*  
JAN 23 2001  
BEVERLY PALADINO, COUNTY CLERK  
CONWAY COUNTY

# **Conway County Administrative Fire Board**

March 6, 2001

Steve Wear called the monthly meeting to order at 7:45 p.m. Brian Polk, Jim Taylor, and David Speights were also present.

The minutes of the February meeting were approved. Monthly run reports were distributed.

Discussion was held on negotiations with Oppelo concerning fire protection in the area surrounding the city. Acceptance of the latest proposal is doubtful at this time. Three options were offered at a meeting on March 1, 2001 that was attended by the Administrative Board. They could consider the proposed contract, keep status quo, or refuse to serve the area. The County Judge has stated that he will support the recommendation of the Administrative Board. Brian Polk made a motion to send a letter from the Administrative Board asking the Oppelo Fire Department to respond within 30 days from the meeting of March 1, 2001 to the three options that have been placed on the table. The act of not responding within the time limit will be deemed as rejection of all offers. David Speights seconded the motion, which was approved.

The County Judge was asked to provide keys to the radio room at Central Station. The Judge said that he would provide the keys.

The County Judge announced that a 911 Dispatch meeting would be held on Thursday. Information has not been received from the recent request for information from the 911 Center. The County Judge encouraged the board members to attend.

No action was taken on Central Station. The County Assessor's Office has been contacted.

A motion was made by Jim Taylor with a second by David Speights to move forward with purchasing computer software.

Jim Taylor stated that everything was working out on Hepatitis-B injections. The serum will be ordered soon and will be paid for by the Administrative Board.

The County Judge mentioned that the districts needed to get their Radiological Monitoring training to be eligible for funding from ANO.

An announcement was made that the Advisory Board was working out the concerns with truck storage at Central.

David Speights made a motion with a second by Jim Taylor to accept the Advisory Boards recommendation that proxy votes not be accepted at the Advisory Board and that there be no monetary penalty for missing Advisory Board meetings. This was approved.

Discussion was held on the possibility of the City of Menifee resuming fire protection coverage. No action was taken.

After reviewing the Advisory Board's vote for an Administrative Board member, the Board approved that the name of Charles George be submitted to the County Judge. Brian Polk made the motion to accept with a second by Jim Taylor.

David Speights made a motion with a second by Brian Polk that the Administrative Board review all fire department expenditures over \$500. This does not require the District Chiefs' to receive prior approval before expending the funds. The motion was approved.

The County Judge was asked if a system could be established to allow the fire department to purchase oil and other maintenance materials through the County Shop. This will be looked into.

The building committee reported they are working on building locations. If a chief has a proposed site, they should contact one of the committee members. The members are Mark Parker, Steve Wear, Tim Bengston, Mike Davidson, and Ronny Campbell. Brian Polk mentioned his concern that new stations should not be considered until existing stations have improved their ISO rating unless the current station is inadequate.

Discussion was held on the possible purchase of a lap-top computer. This will be placed on next month's agenda.

District 11 requested a loan of \$5000.00 to purchase turnout gear and pagers. The district was asked to bring more information concerning the items needed to the next meeting.

Discussion was held on making bulk purchases on a quarterly basis.

The meeting adjourned at 9:10 p.m.

**The April 10, 2001 meeting will be held at District 4 – St. Vincent**

# **Conway County Fire Department Advisory Board**

March 6, 2001

Chairman Mark Parker called the Advisory Fire Board meeting to order at 6:03 p.m. Districts 6 and 9 were not present.

The minutes of the February meeting were read and approved. 911 reports and monthly run reports were distributed.

911 Dispatch discussion was tabled until next month. Tom Lemieux made the motion with a second by J. R. Rager.

Work will be done on the tower site in the next few days. A new antenna will be needed. Each district is asked to provide the list of radios to Mike Davidson by the next meeting.

A motion was made by Tommy Cook with a second by Tom Lemieux for districts with trucks in Central Station to remove them within 30 days. If not removed, they will be moved to the County Barn. This was approved.

Tim Bengston made a motion with a second by Tommy Cook to allow Steve Beavers to archive any pictures that have been left in Central Station. This was approved. The fire records will be stored in the back room at Central.

A motion was made by Mark Parker with a second by Tommy Cook to propose to the Administrative Board to contact the County Judge and ask for a key to be provided to the radio room at Central within 15 days. Approved.

Charles Gangluff will provide a list of the dry hydrants assigned to each district.

Most districts have indicated interest in joining the Arkansas Rural and Volunteer Firefighters Association. Charles Gangluff will have a list of names prepared and will ask the Treasurer to pay the dues. If any district does not wish to be included, contact Charles.

Charles Gangluff made a motion to propose to the Administrative Board that they remove any financial penalty from districts that miss meetings. This was seconded by Tommy Cook and approved.

After discussion and research, a motion was made by Gus Biggers with a second by Tommy Cook proposing that the Advisory Board would not allow proxy voting, but that whenever an Advisory Board member was unable to attend, he is encouraged to send a representative from his district. This was approved.

A motion was made by Gus Biggers with a second by Tommy Cook to advise the Administrative Board that we would like to move forward with the computer software. This was approved.

Discussion was held on the County Judge's need for ice related run reports to send to FEMA. A motion was made by Mark Parker with a second by Tommy Cook to have districts with an ice related run send the information to Charles Gangluff by March 13, 2001. This was approved.

Tommy Cook made a motion that the Advisory Board vote on the four nominees for the Administrative Board and send the results of this vote to the Administrative Board for their consideration. This motion was seconded by Gus Biggers and approved.

Consideration was given to a proposed bylaws change submitted by Jeff Curtis. A motion was made by Tommy Cook with a second by Gus Biggers to not adopt the change since the proposed action already exists in the current by-laws in a similar form. This motion was approved.

Tim Bengston asked to table his proposal concerning discussion of fire department matters by members of the department.

Districts that wish to add names to the list of members for Hepatitis-B injections should contact Jim Taylor.

Tanker specifications were discussed. Tommy Cook made a motion that was seconded by Gus Biggers to require camlock fittings with either a check valve or with over-the-top fills. A roll call vote was taken with Districts 1, 3, 4, 5, 7, 8, 10, 11, and 12 voting YES. District 2 voted NO. The motion passed.

Charles Gangluff made a motion with a second by Tommy Cook to accept the tanker specifications as amended during discussion. A roll call vote was taken with Districts 1, 3, 4, 5, 7, 8, 10, 11, and 12 voting YES. District 2 voted NO. The motion passed. A copy of the tanker specifications will be provided to each district at the next meeting.

The meeting adjourned at 7:45 p.m.

**The April 10, 2001 meeting will be held at District 4 – St. Vincent**

# **Conway County Administrative Fire Board**

May 8, 2001

Jim Taylor called the monthly meeting to order at 7:13 p.m. Charles George and David Speights were also present. Guests included the Conway County Judge Jimmy Hart and Ricky Spears.

The minutes of the March meeting were approved as mailed. Monthly run reports were distributed.

The trucks have been removed from Central Station.

Discussion was held on the cascade system and some additional expenses that may be needed. The Air Truck needs a battery to get it in service. Additional information will be brought to a later meeting.

Discussion was held on Central Station. The Judge is looking at the ownership of the land. Further discussion will be needed on whether it would be best to sell or lease the property.

A motion was made by David Speights with a second by Charles George to offer the reserve pumper to the districts. If none of the districts have a use for the truck, it will be sold. This motion was approved.

Discussion on computer software was tabled.

Hepatitis B injections are now ready. Firefighters should go to the Health Department Monday through Friday from 8:00 a.m. until 4:30 p.m. The shots are a series of three. If a firefighter fails to take all three injections, his or her district will be responsible for the cost for that firefighter.

Discussion was held on the need by some districts to construct buildings. The building committee should meet to discuss only those buildings constructed in whole or in part with Conway County funds.

Charles Gangluff distributed and discussed information concerning the retirement fund. This matter will be discussed at the next meeting. A suggestion was made to visit with Keith Linn on this matter.

Charles George made a motion with a second by David Speights to approve the Advisory Board's proposed regulation limiting Advisory Board meeting length. The motion was approved.



After discussion with District 5, David Speights made a motion to transfer all equipment and current funds from District 5A to District 5. Funding for substations would end and the substation becomes the responsibility of the parent district. Charles Gangluff will recalculate the funding percentages for the 15% of the 1 Cent Sales Tax to give 2 shares to the Administrative Board and 1 share to each of the twelve Districts. Charles George seconded the motion and it was approved.

Jim Taylor mentioned that some districts were looking into building a substation to be operated by two or more districts. He suggested that this was a good idea.

David Speights suggested that the Administrative Board establish a high and low dollar amount for the Administrative budget. When the budget reaches the high limit, funds will be distributed to the districts. No action was taken.

Tommy Cook requested approval on a truck purchase over \$5,000. The pumper will cost \$26,700.00. He also requested that he get an \$11,000 loan from a bank for two years. Charles George made a motion with a second by David Speights to approve the purchase and the request for a bank loan. This motion passed.

Charles Gangluff will check with Brian Polk to see if he wishes to be reappointed to the Administrative Board. His position expires in June.

The meeting adjourned at 7:56 p.m.

**The June meeting will be held at District 6 – Cleveland**  
**PLEASE NOTE – The date has been changed to June 19, 2001**

## **Conway County Administrative Fire Board**

March 29, 2001

Steve Wear called a special meeting to order at 7:00 p.m. The meeting was held at the Conway County Courthouse. Jim Taylor, David Speights, and Charles George were also present. Others present included County Judge Jimmy Hart, J.P. Robert Stobaugh, J.P. Terry Alvey, residents of Oppelo, resident from the area surrounding Oppelo, and Conway County Fire Department members.

The meeting was held to discuss the proposed contract with the Oppelo Fire Department to provide protection outside the City of Oppelo. After discussion, a committee of Jimmy Hart, Conway County Judge; Charles George, Conway County Administrative Fire Board; Cletus McCoy, Mayor of Oppelo; and Mike Atkinson, representing the Oppelo Fire Protection District was established to negotiate a contract for service. The meeting will be held at the Conway County Courthouse on April 3, 2001 at 9:00 a.m.

The meeting adjourned at 8:40 p.m.

# **Conway County Fire Department Advisory Board**

May 8, 2001

Co-Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. District 1, 2 and 9 were not present. Guests included County Judge Jimmy Hart, Ricky Spears, and Mel Williams from the Wescon Fire Department.

The minutes of the April meeting were approved as mailed. 911 reports and monthly run reports were distributed.

The trucks have been removed from Central Station.

Discussion was held on computer software. No action taken.

A motion was made by Ronnie Campbell with a second by J. R. Rager to approve the proposed regulation on meeting length. This was approved.

Hepatitis B injections are now ready. Firefighters should go to the Health Department Monday through Friday from 8:00 a.m. until 4:30 p.m. The shots are a series of three. If a firefighter fails to take all three injections, his or her district will be responsible for the cost for that firefighter.

Discussion was held on the need to review fire department accidents. The decision was made to establish a committee whenever needed. A proposal will be brought to the board next month.

Charles Gangluff distributed and discussed information concerning the retirement fund. This matter will be discussed at the next meeting.

Discussion was held on the Federal FIRE grant. Over 19,000 grants have been submitted to FEMA. Each district was requested to send a copy of their application to Charles Gangluff to be placed into a central file. The districts agreed to send this in.

Steve Trafford announced that OES would sponsor a Weather Spotters Class on June 12<sup>th</sup>. The class is scheduled to be held at Central Station. A list of those planning to attend needs to be turned in to the County Judge's Office by June 1<sup>st</sup>.

The June board meeting will be changed to June 19<sup>th</sup> to keep from conflicting with the Weather Spotters Class.

Discussion was held on possible improvements to the communications system. A study has been done. No action was taken at this time.

Conway County Judge Jimmy Hart discussed the Conway County Clean up. Residents will take trash to the fire stations. The district chief should call the Judge's Office for pick up.

Mel Williams with the Wescon Fire Department asked if any districts were interested in joining them in purchasing radios. They would like to purchase in bulk to save money. If any district is interested, they should call Mr. Williams as soon as possible at 501-759-2664.

A video was shown on pumpers that are available from the St. Louis Fire Department. Eight diesel trucks with 1250 gpm pumps are being offered for a total of \$14,000.

The meeting adjourned at 7:04 p.m.

**The June meeting will be held at District 6 – Cleveland**  
**PLEASE NOTE – The date has been changed to June 19, 2001**

# **Conway County Fire Department Advisory Board**

June 19, 2001

Chairman Mark Parker called the Advisory Fire Board meeting to order at 6:00 p.m. All districts were present. Guest included Misty Sutton, 911 Administrator.

The minutes of the April meeting were approved as mailed. 911 reports and monthly run reports were distributed.

Misty Sutton, 911 Administrator discussed her position and the meeting to be held July 13<sup>th</sup>.

All trucks are out of Central Station except for the reserve pumper and the air truck. A key for the door is at Cross Auto for anyone needing it. Charles Gangluff made a motion with a second by Gus Biggers to allow District 11 to house their tanker at Central for a short period. The tanker will respond from this location. The motion was approved.

A motion was made by Gus Biggers with a second by Jeff Curtis to keep the reserve pumper in Central Station for now. This motion was approved.

The Conway County Health Department charges \$3.00 per shots for the Hepatitis shots. They should be asked to send this charge to the County Treasurer.

Discussion was held on how to pay the electrical bill at the new tower site. Mike Davidson made a motion with a second by Bob Bryant to split the electrical bill between the Center Ridge and Petit Jean sites with the Sheriff's Office. This was approved.

Ronnie Campbell asked about the \$200 reimbursement by districts into the candy fund. Gus Biggers made a motion with a second by Garry Turner that those districts that have not paid should pay the \$200. The motion was approved with District 2 abstaining.

Mike Davidson made a motion with a second by Garry Turner to ask the Administrative Board to purchase an additional fill valve and better lighting for the air truck. This was approved.

Charles Gangluff distributed Certification Certificates from Act 833.

J. R. Rager mentioned a concern that he had with the Oppelo Fire District charging the insurance company for responding as back-up to a call in District 5's area. After discussion, Mike Davidson made a motion with a second by Ronnie Campbell to have Charles Gangluff work up a proposal to present at the next meeting concerning insurance company billing. This was approved.

Tanker response guidelines were tabled.

Gus Biggers made a motion with a second by J. R. Biggers to propose the name of Charles Parham to the Administrative Board and the County Judge as a replacement for Brian Polk whose term has expired on the Administrative Fire Board. The motion was approved.

Mike Davidson distributed and discussed a proposal concerning a County-Wide Training Schedule. This will be further discussed at the next meeting.

Mike Davidson also discussed the concern with some apparatus that are not numbered according to the department's guidelines. Charles Gangluff made a motion with a second by Mark Parker to ask districts to adjust unit numbers where needed and also to bring a list of equipment with the unit numbers to the next meeting. This was approved.

Charles Gangluff distributed a survey that is being done by the Arkansas Rural and Volunteer Firefighters Association. Everyone is encouraged to complete and mail the survey.

Following CCFD regulation #2001-03, a motion was made, seconded, and approved at 7:00 p.m. to extend the Advisory meeting for an addition 30 minutes. This was approved.

Jeff Curtis mentioned the need for a meeting with the Arkansas State Police concerning their needs and cooperation at accident scenes. It was mentioned that this was needed with the Sheriff's Office also. Misty Sutton will work to set up this meeting.

Charles Gangluff discussed the evaluation of FEMA FIRE grants.

The meeting adjourned at 7:20 p.m. and was followed by a joint meeting with the Administrative Board concerning the building committee's recommendations.

**The July meeting will be held at District 7 – Center Ridge**

# **Conway County Administrative Fire Board**

June 19, 2001

Steve Wear called the monthly meeting to order at 7:45 p.m. Charles George, Jim Taylor, and David Speights were also present.

The building committee met prior to this meeting.

The minutes of the March meeting were approved as mailed. Monthly run reports were distributed.

Treasurer's report was given.

Discussion was held with no action taken on the building committee report. Action was tabled until the next meeting.

Discussion was held on the needs of the district when adding substations and to lower their ISO rating.

The board approved District 11's request to house a tanker at Central Station for a short period of time.

A motion was made by Charles George with a second by Jim Taylor to split the payment of utilities for the tower sites with the Sheriff's Office. This was approved.

Jim Taylor made a motion with a second by David Speights to submit to the County Judge the name of Charles Parham for appointment to the Administrative Board.

The board encourages the districts to contact the newspaper and the radio and advertise improvements as they are made. Jim Taylor offered to take pictures with each chief writing an article for their district.

Discussion was held on billing insurance companies for fire calls. No action was taken.

A motion was made by David Speights with a second by Jim Taylor to purchase a second fill valve and improve lighting on the air truck. This motion was approved.

Charles George made a motion with a second by Jim Taylor to enter into a contract to test the air quality on the cascade system. This was approved.

Discussion was held on the meeting of July 13<sup>th</sup> in Morrilton concerning a needs assessment for terrorism response. The districts are encouraged to send a representative.

Jeff Curtis requested approval to start moving dirt at the new fire station site in Overcup. The board asked that he bring a copy of the plans and finances to the next meeting.

Jeff Curtis also asked the board to approve a purchase over \$5000. He is looking at a 1975 American LaFrance 1750/1000 pumper for \$30,050. He is also asking for approval on a short-term loan toward this purchase. The board asked that additional information concerning horsepower and GVWR be gathered. Jeff will call Steve Wear with the additional information and Steve will poll the other members.

The meeting adjourned at 8:55 p.m.

**The July meeting will be held at District 7 – Center Ridge**



# **Conway County Fire Department Advisory Board**

October 9, 2001

Co-Chairman Tommy Cook called the Advisory Fire Board meeting to order at 6:00 p.m. Districts 1, 2, and 6 were absent.

The minutes of the August meeting were approved as amended to show Mike Davidson as the Training Coordinator. 911 reports and monthly run reports were distributed.

Mike Davidson mentioned that he would get information on fire station construction.

Robert Carruthers asked the board to consider an easement for the hospital. The easement would allow the hospital to build a street on the Central Station property. The request will be placed on next month's agenda.

Discussion was held on the Haz-Mat team. Steve Trafford distributed a written proposal concerning the team. Charles Gangluff made a motion with a second by Mike Davidson to expunge the July vote on this matter and place it on the agenda to be reconsidered in November. The motion was approved.

Mike Davidson suggested that we consider 25 pager/portable radios and 10 mobile radios per district when we start pricing a new system. Mike also suggested that we look into all-call paging whether we change the radio system or not.

A motion was made by Steve Trafford with a second by Bob Bryant to keep the reserve pumper at the County Shop after it is winterized. The truck should be kept for a couple of years, but we should not consider putting it into service at this time.

Charles Gangluff proposed amending the Memo concerning firefighter response in municipalities to protect EMT's. A motion was made by Bob Bryant with a second by Mike Huff to forward the amended Memo to the Administrative Board. This was approved.

Charles Gangluff made a motion with a second by Garry Turner to not consider contracting for pump tests at this time. The motion was approved.

After discussion, Charles Gangluff made a motion with a second by Mike Davidson that future concerns or complaints with 911 dispatching be sent in writing to Misty Sutton, 911 Administrator. The motion was approved.

Discussion was held on a bill that was mistakenly paid before the work was completed. A suggestion was made that the bills should be signed by a representative of the fire district or approval given by the District Chief before the bill is paid. More discussion will be held next month.

Charles Gangluff distributed letters to districts that have not returned "Certification of Completion" forms for RC&D grant funds. He reminded the districts that the items must be installed and the forms returned before the end of the year.

A list of apparatus unit numbers was distributed. Charles Gangluff asked each chief to review the list and let him know if any corrections are needed.

Districts are asked to forward a list of their Training Officers to Mike Davidson.

Charles Gangluff reported that he had Incident Report forms if anyone needed them.

The meeting adjourned at 7:00 p.m.

**The November meeting will be held at District 11 – Overcup**