



Fountain Lake Fire Protection District

Board of Commissioners Monthly Meeting

August 18, 2025



CALL TO ORDER:

6:00 pm

Rachel Peters (Chairperson) called the meeting to order.

PLEDGE OF ALLEGIANCE

OPENING PRAYER

COMMISSIONERS PRESENT: QUORUM PRESENT

Rachel Peters (Chairperson)
John Brandt (Secretary/Treasurer)
Lee Coatney
Kenny Kizer

COMMISSIONERS ABSENT:

Joe Turner

OTHER ATTENDEES: Chief Harry Baker, Assistant Chief Lyn Price, Lieutenant Charles Collins, Cindy Collins, Jacob Landes, Zach Helfrich, Lieutenant Justin Covey, and Stephine Covey.

PRIOR MONTH MEETING MINUTES:

Minutes from the July 21, 2025, meeting were presented by John.

The July 2025 minutes were accepted as presented by consensus.

FINANCIAL REPORT:

John presented the P&L, Balance Sheet, and Statement of Cash Flow reports for the month of July 2025 and Year to Date through the month of July 2025 along with a report of Actuals vs Budget through July 2025.

Bank Accounts:

General -	\$ 54,741.16
Restricted -	\$ 29,281.85
Grant -	\$ 52.00
Chambers -	<u>\$ 32,367.74</u>

Total - \$116,442.75

The July 2025 Financial reports were accepted as presented by consensus.

Training:

Lee reported we had a basic school inspection training by the fire marshall's office. We also conducted some basic SCBA and hose training. We also had three people attended an auto extrication class in Bismarck last month. We have two new people who are taking the Wildlands class at Lake Hamilton. They both already have completed their Intro and PPE certifications.

Training report was accepted as presented by Consensus

CHIEF'S REPORT:

Harry reported there were a total of 52 incidents during the month of July: 5 fires, 42 rescue & emergency medical service calls, 3 Agency Assist - Pafford, 1 hazardous condition, and 1 false alarms. Harry reported that we are having good response to fires and accidents.

Chief's report was accepted as presented by consensus.

PUBLICITY REPORT:

John reported on posting about our board meeting as well as posting about road and lane closures. John also posted requesting volunteers to serve on our assessment committee. Lyn asked about posting about us upgrading our cascade system on the LED signs. John said that the signs is not a good media for posting that information, but he will post about that on our Facebook page and share it with the community. It was discussed that we should post about the number of calls we respond to each month as well as when we purchase equipment to let the community know what we are doing.

Publicity report accepted by consensus.

MAINTENANCE REPORT:

- Engine 1
 - Lyn reported to Harry that the suspension or bushings are worn out. Harry said he did not have the tool to work on it, but can get the tool. Lyn said the tool costs about \$2,500 and can be used on all of our trucks. John asked if this tool can be used on all of our trucks and Harry said it can be. Harry said he did this work on a dump truck and it was the first time he had ever done one. It took him 13 hours to complete the work on the

dump truck. Lyn was recommending that the department buy the tool and have it to work on each of our apparatus. John suggested Harry and Lyn research how much the tool will cost with tax and shipping. He will put it on the agenda.

- John reported that he got a response from the state on our request for a bonded title. The donation from Hot Springs of this apparatus was to the Fountain Lake Fire Department, but when I sent in the request, I put Fountain Lake Fire Protection District. I need to make that change on the request and also send in 2 appraisal amounts for the truck.
- Engine 2
 - Engine 2 is now back in service. Harry said that the problem came about because someone did some rigging on it. There was an extra relay installed and the relay behind the seat had been burned up. There were multiple relays. Harry said he had to take out all the bad wiring and figured out where each wire had to go. It is now properly wired and working.
- Tanker 1
- Tanker 2
- Rescue 1
- Rescue 2
- Brush 2 (Forestry)
- Station 1
 - Driveway Apron (John)
John said we should table this until next month as he has not heard from the gentleman who meet with he and Joe and he does not know if Joe has heard from him.
 - Awnings. (Scott)
John said that Scott Greene recently started a new job at the penitentiary and they have not connected to talk to each other. John said the last time he talked to Scott he was told that Scott has some of the materials and we are welcome to pick them up.

- Enclose open area under roof

Joe said that he and John met with a gentleman last Sunday to look at finishing the enclosed part here at Station #1 and we also met with him at Station #2 to look at what is needed to complete the walls at Station #2. He has not gotten back with us yet. There was also discussion about moving the generator and air conditioner outside. We might want to ask McGrew Electric what it might cost to do this and Joe said that City Electric also does both electricity and heat and air.

- Station 2

- Joe said the same thing applies to Station #2 as the comments from enclosing the open area at Station #1.

Maintenance report is accepted by consensus.

OLD BUSINESS:

- **Audit – John**

- John Included and read into the record the report from the Cleveland Accounting and Consulting firm its report on the agreed upon procedures for the year 2022. The report stated that all items selected were performed with no findings noted. John said they will be starting on the year 2023 next. They originally quoted us a price of \$2,000 to \$2,500 as a possible price they might charge. The actual bill that has been presented is in the amount of \$1,650.00.

- **Motion: John moved that he be approved to pay the invoice from the Cleveland Accounting & Consulting Firm in the amount of \$1,650.00.**

- **Second: Lee Seconded**

- **Passed: Unanimously**

- **Grants – John**

- John reported that he sent in documentation for our Firehouse Subs grant and we are now awaiting the funding to hit our bank. As soon as the funds are received, we can place the order for our auto extrication equipment. It was discussed about trying to setup an auto extrication class to train our personnel on how to use the extrication equipment.
- John also reported that last week he sent in two more grant applications. One is for two sets of Landing Zone Lights with windsocks. One set is for Station #1 and the other is a mobile set for Station #2. The second grant

was requesting funding for a portable hose decontamination equipment that will allow us to decontaminate the hoses after a fire.

- No AFG grant awards have yet been made.
- **Shipping Containers (Lee)**
 - Lee talked to a gentleman who delivers shipping containers from Memphis. The cost of shipping is \$850.00. He found two containers that have blemishes that are selling for \$1,500 each. There are also two in Benton for \$2,500 or best offer. Lyn mentioned about seeing an ad for a mobile home for 3 bedroom for \$1,500 or best offer. Lyn was wondering how it can be okay to live in but not to smoke up and train in. Lee stated that the structure must meet NFPA standards.
- **Pafford Ambulance (John)**
 - John said that he did not hear from the gentleman from Pafford. Pafford also is using a facility at the school to house their ambulance. Harry stated there is a chief's meeting tomorrow night and Pafford will be one of the items for discussion.
- **Assessment Committee (John)**
 - John reported there are four people who volunteered to work on our Assessment Committee. He will be scheduling the first meeting this week and is hoping to have a recommendation at our next board meeting.
- **CPR Dummies (John)**
 - John reported that Kat and Cindy were going to check with Jack Fields who has several CPR dummies. They will ask if Jack will sell or donate any of his dummies to the fire department.
- **Fall Open House (John)**
 - John said that we will not worry about having an open house this year. We will discuss whether to have one next year. The Town of Fountain Lake will be hosting a Community Block Party on Saturday, September 20, 2025 from 4:00 pm until 8:00 pm. They can use some volunteers to help setup and cleanup. John told Karl that the fire department will participate.

NEW BUSINESS:

- **County Fair Booth (John)**

- John reported that the fire department will have a booth at this year's county fair. We will need to order some items for the County Fair and for the school during Fire Prevention Week. We have bags and items to use as give-a-ways at the county fair. What we do not know is how many items we will need for the county fair because this is our first time there and we do not know how many kids or adults we might have stop at our booth. The kits for the school run about \$2.00 per pack for each child. The helmets are an additional cost

Motion: John moved that he be approved to spend up to \$3,000 for the County Fair and Fire Prevention Week at the school with \$1,500 being for each.

Second: Kenny Seconded

Passed: Unanimously

- **Firefighter's meal (John)**

- The firefighters decided to have Firehouse Subs sandwiches this month. They have a package that will provide for 10 sandwiches with chips. We will be getting 10 roast beef and 10 ham sandwiches.

- **Comments and Questions:**

- Kenny asked about the generator at Station #1 if it is now working. John said it is now working. The starter had to be replaced. Kenny asked how that was missed when they did the maintenance on it. John said that generator was working at the time of the maintenance, but they did have to replace the starter at Station #2. The starter at Station #1 stopped working recently and needed to be replaced.
- Rachel asked if the fire department will be at the school's football games again this year. Lee reported that Pafford was at the Purple and Gold game. He asked and was told that Pafford will be at all home games.
- Lyn asked if I sent the board members the proposal he sent to have the generator and air conditioner moved outside the building. John found the proposal in a text from Lyn. Lyn talked to someone at Clark Electrical LLC about relocating the generator and air conditioner. The cost of labor and materials is \$8,200. They will also enclose the outside wall. Lee asked about the rollup door. He asked about who will install the rollup door. John stated that under our policy, anything over \$3,500 we will need to publish for bids.
- Lyn asked if we can get rid of the old cascade system. John said he will have to check with our attorney to find out what procedure we must use in order to get rid of old equipment.

EXECUTIVE SESSION:

7:25 pm

Motion to adjourn: John moved that we adjourn

Second: Lee Seconded

Passed: Unanimously

Meeting minutes submitted by:

John Brandt, Secretary/Treasurer