



Fountain Lake Fire Protection District

Board of Commissioners Monthly Meeting

June 16, 2025



CALL TO ORDER:

6:14 pm

Rachel Peters (Chair Person) called the meeting to order.

PLEDGE OF ALLEGIANCE

OPENING PRAYER

COMMISSIONERS PRESENT: QUORUM PRESENT

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

COMMISSIONERS ABSENT:

OTHER ATTENDEES: Chief Harry Baker, Assistant Chief Lyn Price, Captain Scotty Foster, Captain Nate Lamb, Lieutenant Charles Collins, Lieutenant Justin Covey, Brady Smith, Thomas Samaniego, and Stephanie Covey.

PRIOR MONTH MEETING MINUTES:

Minutes from the May 19, 2025 meeting were presented by John.

The May 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 May 2025 and Year to Date through the month of May 2025 along with a report of Actuals vs Budget through May 2025.

Bank Accounts:

General -	\$ 63,084.55
Restricted -	\$ 24,163.64
Grant -	\$ 68.00
Chambers -	<u>\$ 32,367.74</u>
Total -	\$119,683.93

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

Training:

Lee reported that they did ladder training, how to tie knots, carry equipment up a rope, search and rescue, and Intro. and PPE for Cici. He is waiting to hear back from a gentleman at the fire academy about a certification class for school inspections.

Training report was accepted as presented by Consensus

CHIEF'S REPORT:

Harry reported there were a total of 75 incidents during the month of May: 1 fire, 68 rescue & emergency medical service calls, 2 service calls, 1 hazardous condition, and 3 false alarms. Harry reported that we are having good response to fires and accidents. Harry reported that he appointed Nate Lamb as Captain and Charles Collins as Lieutenant at Station #1. He also appointed Katrina Price as Medical Officer and Cynthia Collins as Assistant Medical Officer. Harry then reported that we had our ISO inspection. The inspector was impressed with how Harry had all the documents laid out for him and said we did excellent. Everything was good with our apparatus, but we should look at putting another tarp on the engines and rescue units. He said that he thinks our ISO rating will stay the same if it does not improve. He said our biggest issue was with our hydrants where some did not work and some had low pressure. Joe Turner said he will bring to the water district board information about hydrants with which we have issues. There was a discussion about getting information to the water department about the hydrants and how we can get the hydrants serviced by the water department.

Chief's report was accepted as presented by consensus.

PUBLICITY REPORT:

John reported on posting about our board meeting as well as posting about highways being closed due to accidents. John reported that he has been using our new signs to show weather alerts as well as information about the fire department.

Publicity report accepted by consensus.

MAINTENANCE REPORT:

- Engine 1
 - John reported that he sent in all paperwork required to get the title for this apparatus.

- Engine 2
 - The throttle does not work. You can throttle it up from the pump or from the accelerator. He got it working and then it stopped. There is a switch to have it go from the pump to the accelerator. Harry said it sometimes works and sometimes does not. He will need to trace where the problem is and work to get it fixed.
- Tanker 1
- Tanker 2
 - Went back in service today after installing a new starter.
- Rescue 1
- Rescue 2
 - Harry had to put an air line fitting on it. It is working now.
- Brush 2 (Forestry)
 - Harry reported that he still needs to find a window for this truck. Joe said that there is a salvage yard named Dees Salvage near Fortress Rd. He has plenty of trucks there and we should be able to find a window there. Joe said they are located at 337 Charming Heights Dr (501) 767-1400.
- Station 1
 - Driveway Apron (John)
John said the driveway apron and French drain are on hold.
 - 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 has not yet talked to Alejandro. He has not responded to Joes text and Joe is going to contact Darren Sly and have him bid it.
- 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 reported that David Cleveland of the Cleveland Accounting and Consulting firm has all of our financial information and is waiting to hear from David to find out what specific documents he wants to see. He will finish 2022 before starting 2023. John said that David did send him an email asking if we received any reports documenting what our deposits from the tax collector for our assessments and county treasurer for our Act 833 money. John responded letting him know that we do not receive reports, but the information regarding what month the assessments represent are shown on the check stub that is attached to the deposit slip. The county treasurer direct deposits our Act 833 money and we receive a direct deposit statement from the county treasurer that states for what quarter the money deposited represents and that statement is also attached to our deposit slip. John also told David that beginning in October 2022, the Garland County Treasurer starting direct depositing our funds into our accounts and that we have a report that was sent from the Treasurer's office as to what each deposit represented.
- **Grants – John**
 - John reported that his is still waiting to hear from Firehouse Subs about our grant for extrication equipment. He said that we should be hearing something from them sometime this month. FEMA requested a form that needs to be completed for our SAFER grant. John also reported the SAFER grant will cover half of the grant writing fee that we paid. We paid \$3,000 and can get \$1,500 back.
- **Radio Batteries (Harry)**
 - Lyn Price said that Dean is anticipating the batteries being in to Motorola any day now. Lyn said as he receives the call from Dean he can go pick the batteries up..
- **Shipping Containers (Lee)**
 - Lee said that he stopped by Lake Hamilton, but there was no one there. There were some questions about how we might set the shipping containers up and exactly how we will use them. Lee said he was envisioning getting some used furniture to put in the containers to create a house situation and we already have a fog machine to use to simulate smoke.

NEW BUSINESS:

- **Richard McGrew Information Request (Rachel)**
 - Rachel said that Representative McGrew called her and asked for information about our last board meeting minutes and financial reports. Rachel said she invited him to our board meeting, but he was not available. Representative McGrew made the request because he had received a request from someone in our community. John said that he also sent Representative McGrew a copy of our engagement letter with the Cleveland accounting firm, our agreed upon procedures that we approved last month, and the contact name, address and telephone number of our contact at the Cleveland firm.
- **Ambulance Service (Lyn)**
 - Lyn reported that a representative of Pafford Ambulance Service stopped by Station #2 when he was there. He told Lyn that they are looking for a place for a substation as they will be taking over the ambulance service in the county on July 1st. Lyn the gentleman's business card to John. John stated that he called him and told him I was on our board. John invited him to our board meeting, but he already had something on his schedule. John told him that the fire department is willing to work with them if possible. Joe recommended that John give him a call again to open discussions on how we might work together with them.
- **Fall Open House (John)**
 - John said he put this on the agenda because we did not have a spring open house this year. Rachel stated that we certainly do not want to do anything in conflict with the town's fall festival. There was mention about maybe just partnering with the town for their fall festival.
- **Assessments (John)**
 - John pointed out that when we became a district in 2020, we had an assessment committee and after coming up with recommendations for our assessments, that committee also recommended that we freeze the assessments for five years. The five years is ending this year. John wants to ask for people to serve on our assessment committee to discuss and determine our assessments beginning January 1, 2026. John also put forth the idea of having a special community meeting once the committee decides on our new assessments in order to explain to our

community why there is a need for the assessments. This is assuming there might be an increase beginning 2026.

- **Firefighter's meal (John)**
 - The firefighters want pizza from Amore's Pizza.
- **Comments and Questions:**
 - Lyn asked the board about getting some type of reimbursement for all the time he is spending working for the department. The board decided to go into executive session to discuss this.

EXECUTIVE SESSION:

- **Open meeting up after executive session:**
- **Motion to adjourn: John moved that we institute a stipend of \$150 per month for the Assistant Chief.**
- **Second: Kenny Seconded**
- **Passed: Unanimously**
- **Motion to adjourn: John moved that we pay Charles and Cynthia Collins \$15 per week each for the cleaning of Station #1 to be reimbursed quarterly on their reimbursement.**
- **Second: Lee Seconded**
- **Passed: Unanimously**

7:55 pm

Motion to adjourn: John moved that we adjourn

Second: Lee Seconded

Passed: Unanimously

Meeting minutes submitted by:

John Brandt, Secretary/Treasurer