

BLACKMAN FIRE DISTRICT MEETING

DATE: 17 July 2025

☒ REGULARLY SCHEDULED

☐ EMERGENCY

TIME: 7:00 p.m.

☐ WORKSHOP

ROLL CALL

Commissioner Steve Lawson
Chairperson Larry Cunningham
Commissioner Holley Cook
Commissioner Wade Merritt
Commissioner Ronnie Miller

PRESENT

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Welcome/Call Meeting to Order at 7:00 pm

Pledge of Allegiance

- 1) Discussion and Approval of the Regular Meeting Minutes from June 12 , 2025. *(Wade Merritt)*

Motion: Steve Lawson 2nd: Ronnie Miller Passed

- 2) Discussion and Approval of the Financial Report from June 30 , 2025. *(Holley Cook)*
(see Attachment 2,2a)

Cash

• Unrestricted Cash	
○ Petty Cash	\$ 180.85
○ General Checking	\$ 44,523.62
○ General Savings	<u>\$ 31,989.42</u>
○ Total Unrestricted Cash	\$ 76,693.89
• Restricted Cash	
○ Impact Fees	<u>\$ 642.38</u>
○ Total Restricted Cash	\$ 642.38
• Total Cash	\$ 77,336.27

Motion: Steve Lawson 2nd: Ronnie Miller Passed

- 3) Chief's Report *(Chief Duane Melanson)*
(See attached report)

Total Calls for Service = 15

- 8 - Medical Calls (1 Cancelled Enroute)
- 2 - Fires
 - 1 - Structure Fire (Mutual Aid Wing)
 - 1 - Controlled Burn
- 3 - Hazardous Condition (Tree Down)
- 2 - Rescue EMS Standby (Racetrack)

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OLD BUSINESS

4) **Station Generator** (*Wade Merritt*)

Discussion of status of generator as far as removal of old and placement of new gen set from King Air.

Motion: _____ 2nd: _____ ☐ Passed

Discussion was had on the new station generator, status during chiefs report. No motion or vote required.

5) **EDWARD E. CHAPMAN** (*Wade Merritt*)

Audit for 2024 was finalized and submitted June 21, 2025. There were no findings, the Blackman Fire District financials are in good standing for fiscal year 2024. Discuss and review the final submitted report and payment of Invoice for 2024 Audit in the amount of **\$9000.00**. (See Agenda Item 5, 5a,5b, 5c and packet)

Motion: _____ 2nd: _____ ☐ Passed

Note vote required, vote took place in June meeting.

NEW BUSINESS

6) **EDWARD E. CHAPMAN** (*Wade Merritt*)
(*see attachment*)

Discussion and approval of annual contract with Edward E. Chapman for the 2025 Fiscal year audit at a new rate of **\$ 9200.00**.

Motion: Steve Lawson 2nd: Ronnie Miller Passed

7) **Retention Pond** (*Wade Merritt*)

Discussion and Approval for checking with Okaloosa County to see if they would be interested in mowing the retention pond between us and the Dollar General as the county's communications tower has water runoff going into it. (*possibly at the same time they mow at the park and community center*)

Motion: Steve Lawson 2nd: Ronnie Miller Passed

8) **Department Donation**

A donation in the amount of **\$1000.00** from the Dixon Foundation Dated June 12th, 2025
(*see attachment*)

9) **Member Resignation** (*All Commissioners*)
(*see attachment*)

Discussion and acceptance of the resignation letter submitted by Lt. Miranda Sargent from the Blackman Fire District with a September 30, 2025 effective date.

A discussion was had about the dedication and hard work that Lt. Sargent has given to the Fire Dept. Brief comments were made about the reason for her resignation from all present commissioners.

Motion: Steve Lawson 2nd: Ronnie Miller Passed



10) Aluminum Tank on Trailer (Wade Merritt)

Discussion and approval of selling the Aluminum tank and trailer.

Motion: [Ronnie Miller](#) 2nd: [Steve Lawson](#) Passed

Discussion was had on selling the aluminum tank and trailer and the agreed amount for tank and trailer as a whole is \$2000.00 but not less \$500.00. The trailer and tank will be advertised via Facebook market place until sold or the September 11th regular meeting.

11) 2026 Budget Workshops (Wade Merritt)

Set dates for budget workshops to get the proposed budget ready for fiscal year 2026.

Discussion was had and dates were set for July 31, 2025 and August 21, 2025. Meetings will be advertised accordingly and open to the public.

Motion: [Steve Lawson](#) 2nd: [Ronnie Miller](#) Passed

12) Agenda Cutoff. (Wade Merritt)

Discussion and approval of setting a cutoff date for all items to be added to the monthly agenda so that it can be posted timely and to adhere to State Statute requirements.

Discussion was had, it was decided that the cut off for agenda items will be 14 days prior to the regular meeting date each month.

Motion: [Wade Merritt](#) 2nd: [Ronnie Miller](#) Passed

13) State Appropriations Award (Wade Merritt)
(see attachment 13)

Discussion and approval of accepting the State Appropriations Award for a New Chevy Tahoe EV Response Vehicle.

Discussion was had to accept the State Appropriation award for the new 2025 EV Tahoe to replace the Current 2009 Suburban QR 70 vehicle.

Motion: [Steve Lawson](#) 2nd: [Ronnie Miller](#) Passed

Upcoming Events

- 08/08/2025 - Blackman Community Potluck Dinner

PUBLIC COMMENT

Open the floor to public comment.

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26. The twenty-sixth part of the report

27. The twenty-seventh part of the report

28. The twenty-eighth part of the report

29. The twenty-ninth part of the report

30. The thirtieth part of the report

ADJOURNMENT

Adjournment of meeting at 8:29 pm

Motion: Ronnie Miller

2nd: Wade Merritt

Passed

DATE AND TIME OF NEXT MEETING August 14, 2025 at 7:00 p.m.

These minutes were approved and accepted as read this date 8/14/2025

Larry Cunningham, Chairman

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or Other Authorized Board Member

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