

APPROVED

Secretary: Michael Jones

Limestone County ESD #1

Date: 12/10/2019

Minutes of Meeting

Date: 12th day of November 2019

Place: East Lake Limestone Volunteer Fire Department ("ELLVFD")

Voice Recording Number: DPM 80018.MP3

Members in Attendance: Tom Dean; Binkley Simmons; Mark Jones; Michael Jones

Guest: Brenda Bonin, Pat Bonin, Red Ard, Steve Harrison

Meeting (called to order at 6:00 pm)

1. Visitors welcomed.
2. Quorum established.
3. Motion to approve the minutes of the previous meeting was made by Tom Dean, motion seconded by Michael Jones. All members voted to approve.

Treasurers Report

1. Motion to approve the financial report (9/30/2019 6:00 pm 10/30/2019), seconded by Michael Jones. All members voted to approve (this report is included within these minutes).

Fire Department

1. The fire department is now approved to install smoke detectors in resident's home after a questionnaire (or questions) has been assessed that will determine which type should be installed. Some of the questions asked will be if the resident can hear a standard detector. The request will be submitted to the Red Cross.
2. A new road map will be available on all fire trucks in hopes that they are easier to read and possibly updated.
3. Three firefighters have been added to the fire department and their gear (and shirts) has not been received but remains on order.
4. Steve Harrison was introduced as a potential candidate to fulfill the five-member requirements on the ESD board.

New Business

1. To alleviate confusion, the fire department will order the gauges needed to monitor the amount of fuel being dispensed in each fire truck.
2. The grant writing course, taken by Tom Dean, is expected to be finalized towards the end of November 2019. Grants will be written to accommodate both the fire department and the ESD. Outline of these grants is to be handled by both the fire department and the ESD.
3. The process of email voting was presented at this meeting to fulfill a request made in the month of October 2019. Documents entitled "**Outline for Email Voting**", "**Roberts Rule of Order for e-mail meetings**" and the state statute (**Sec 552.002**) that outlines (section 3 **a1 and a2**) how such transactions are to be handled and processed into the records. These documents will be entered into the records as they were presented during this meeting.

Old Business

1. (Ongoing) Fuel Tanks are to be located in the vicinity of water tanks allowing easy access. (Update) Fuel tanks are being installed (tentatively) during the week of February 18th through the 22nd, 2019. The tank location will be determined on February 14th, 2019. (Update) Fuel tanks will

need to be approved by insurance and premiums confirmed if tanks are increased to contain more fuel and new valves installed. (Update 13th day of August 2019) Two 500 gallon fuel tanks are now installed containing 340 gallons of fuel (unleaded or diesel). A log will be put in place to keep track of which truck is receiving fuel, how many gallons were received, and who filled the truck. Two people from the fire department will maintain the lock code and oversee the process...this will be Pat Bonin and Bobby Norris. Two Fill-Rite Mechanical meter proposals were submitted on 8/14/2019 by Michael Jones for consideration and approval from the fire department and ESD1. (**Updated 10-08-2017**) It has been determined that both fuel measurement systems (clipboard and gauge) will through to monitor fuel being used for each truck. A clipboard will be located inside the garage area. Motion to approve was made by Tom Dean, seconded by Michael Jones. Vote to approve was made by Tom Dean, Mark Jones, Binky Simmons, and Michael Jones.

2. (UPDATE NEEDED) Fire department request use of building for various residential events. A schedule will be devised and submitted to ESD (release form to be signed).

3. (Ongoing) Motion to approve for air conditioning bids and proposals, for the main fire station, was made by Tom Dean and seconded by Binkley Simmons. Vote to approve was made by Ton Dean, Binkley Simmons, Mark Jones, and Michael Jones. Bids will need to cover the existing bays and incorporate a possible upgrade to cool the newly added bays. (**Update 10/08/2019**) The existing heating system is to be repaired after a determination if repair includes replacement. All air conditioning and heating cost will be voted on after the cost has been determined...this will also incorporate door insulation as well. Mark Jones will provide details and the cost of repair.

4. (Ongoing) A motion was made by President Ton Dean to have someone take a certification course to become a grant writer for both ESD1 and the East Lake fire department. Tom Dean has volunteered to take this course and provide services for both the fire department and ESD. The motion was seconded by Michael Jones. Motion to approve was made by Michael Jones seconded by Mark Jones. Vote to approve was made by Michael Jones, Mark Jones, Binky Simmons, and Tom Dean.

Meeting adjourned at 8:00 pm.

Next meeting to held Tuesday the 10th day of December 2019.