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EAST LAKE LIMESTONE FIRE DEPARTMENT MINUTES

**Meeting Date: November 2, 2024**

**Call to Order: 8:01 am**

**Pledge and Prayer Binky from ESD**

**Attendees: BOARD - Brenda Bonin, Teresa Ladd, Sue Poole, Mary Hunckler, Steve Rogers, Vicki Balazik-Cowles, Ray Young, Harold Ladd**

 **ESD: Binky Simmons**

**FIRE – Kate and Tim**

**Absent: James Cowles, Pat Bonin**

**Public Attendees: None**

**Previous Minutes: Accepted by Steve, second by Brenda, All in Favor**

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**President Report:** Teresa

* Stripping Military Trunk and move truck to Teresa’s home
* Cleaned out container for additional storage
* BBQ was successful
* Trunk or Treat was successful

**Fire Chief Report**: Brenda

* 3 Medicals, 6 Fire, 1 MVA, 1 Other (Supervisory/Medical) = 10 Missions
* Call from resident would not go through to 911. Possibly text 911? Brenda to confirm with 911.
* Banking – need updated names on Bank signature card. We want to update signature authority. Currently, Steve and Brenda are on signature. Remove Red and Bobby. Add Teresa and Vicki. Steve made motion to remove Red and Bobby and replace with Teresa and Vicki. Mary second. All in favor. Vicki to create letter to Farmers State Bank.

**VP Report**: Sue

* Requested change of billing address from Insurance Carrier to go to ESD – completed by Sue
* Accidental insurance policy needs beneficiaries – follow up by Sue
* We also have insurance through the State Fire Marshal Association. We pay a fee for that service and are reimbursed.
* Maintenance on vehicles completed
* Baby brush is in the shop. Hydraulic leak and overheating.
* Air med was here (at BBQ) and had a lot of people sign up for Life Flight. We need to have them back at future events. If we sign up as a business, the fee would be reduced for firefighters to $75.00. Sue is looking into enrolling. Mary made a motion, Ray second, all in favor.
* T-shirt’s – we need to order more small sizes.
* Vehicle Titles – still in ELLVFD name. Will address ESD.

**Treasury Report**: Brenda

* Savings: $63,148.18
* Checking: $5,736.86 – checks still owed by ESD
* Debit Card: $5,318.20
* Had to buy radios. 6 are coming at $100.00 each.
* Ordered 5 gallons of foam.
* Promotional items from Trunk or Treat spent
* ESD has not cut a check to Fire Dept for the 20K owed. Brenda to submit additional bills and request check from ESD on Tuesday at Board Meeting.
* BBQ – made $273.74. $650.00 was the sale of TShirts.
* Brenda to see if we can invest part of the savings into a CD if there is a great offering from the bank.

**Secretary Report**: Vicki

* <https://eastlakelimestonevfd.org/> - SITE HAS BEEN UPDATED except for equipment page. Meeting notes are published starting with new board inception.
* Donation Tax form. FORM HAS BEEN CREATED. Motion was made by Steve to accept the donation form, second by Ray, all in favor.
* Next community luncheon is November 21st. James Cowles will update signs.
* Approved $300.00 to keep in Community Luncheon fund. Motion presented by Red Ard, second by James Cowles. All were in favor. Vicki will manage and work with Patty Norris. Vicki needs check for Luncheon fund. Denied due to not having the remaining funds from luncheon to present to Treasurer. Will have to get $300.00 reimbursed by Treasurer at December meeting.
* Patty Norris resigned as Community Luncheon coordinator. Recommending replacement.
* Label phone number and fax number at Fire Dept.
* Voting at Fire Dept. Update sign for voting. Binky and Diane to get room setup for voting. Equipment arrives Monday at 10:00am.
* Binky – Safe-D is coming up. It is a requirement for ESD. 4-day event. Someone from Fire Dept should attend. It is held in Round Rock, Texas, February 2025. It is a business meeting and includes fire fighters. ESD need to vote on this at next meeting.

**Old Business Report**:

* The generator has been tested, but not hooked up for functionality. Need answers from Tom (ESD).
* Security Cameras not working. Per Red, Sheriff’s Dept advised getting these cameras operational.
* New source of revenue from ESD Steve. We can bill the insurance company for traffic control, personnel or equipment when responding to MVAs. Can bill for firefighters when using equipment. Need a billing schedule and documented rate sheet and a process to file the claim. ALWAYS collect a police report. We need to do this ASAP. If we use a 3rd party, they take a percentage. This would be for MVA’s only and possibly for brush fires if illegal. Will not bill for medical; it’s too involved to pursue at this time and too personal for a small community. What are our next steps? ESD will take this task. We just provide documentation to them??

**New Business Report:**

* Red Ard resigned last month. We would like to move Pat Bonin to Fire Chief and Mary Hunckler to Assistant Fire Chief. Harold made a motion to accept and Steve second. All in favor. We also need to update radio numbers (Brenda). Vicki to update Member list.
* Teresa requested we change the monthly meetings to every 3rd Tuesday evenings at 6:00 pm. This will be effective December 17, 2024. Motion was made to accept by Steve and second by Mary, All in Favor. Steve will talk to Linda Jones to see if we have the original bylaws to update and redistribute to board. Vicki will update meeting time on website and update sign by James Cowles.
* The lady cleaning at the FD building needs a raise. We pay her $75.00 a month. Sue would like to increase her pay to $100.00 a month. We would like to make it effective for December. Harold made motion to accept and Ray to second, all in favor.
* RSVP for Christmas party. Rancho Villa?? Order directly off menu. Food, Tea and Soda provided. December 7th is party. They will accept a check. RSVPs needed.
* January meeting, we will start a donation committee. James Cowles will be involved to head the committee. 3-person committee to manage and thank sponsors. New donation forms are created and approved.
* 2 burned out vehicles have been taken care of by Junk Man and Pat. All was hauled off.
* Equipment from truck #2607 to #2602. Brenda will update list of truck numbers on her reporting. Vicki to update equipment website. Need canopy, wet towels, electrolytes and chairs in this truck for firefighter recovery. Brenda will be in charge of this coordination.
* Christmas parade. Waiting on approval from ESD for building use. Start parade at Fire dept and end at Marina.
* Steve Rogers addressed the amount owing to Fire Dept to ESD, Binky. Binky suggested possibly having another point of contact. We will be at the next ESD meeting. Future invoices for insurance will go to ESD. Concern is that reimbursements are too slow. Tom has been ill. Brenda has been there the last 4 months. Since we all attend the ESD meetings, who from our side needs to be available to fill in the gaps? We need to get away from single points of contact. We will address with ESD at the next meeting.
* REQUESTED TO ADDRESS ESD ON THE FOLLOWING ITEMS:
	+ Vehicle Titles – still in ELLVFD name.  Transfer of ownership.  We need to get the titles updated for insurance purposes.
	+ Safe-D Convention – February 2025
	+ Past due funds reimbursements - possibly adding additional points of contact in the event someone is out sick or unable to attend the meetings.

**Motion to Adjourn**: Motion to adjourn at by Sue and second by Mary at 9:43am. All in Favor.

11/2/2024

Vicki Balazik-Cowles

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President Date Secretary Date