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EAST LAKE LIMESTONE FIRE DEPARTMENT MINUTES

**Meeting Date: March 18, 2025**

**Call to Order: 6:00 pm**

**Pledge and Prayer**

**Attendees: Brenda Bonin, Sue Poole, Mary Hunckler, Vicki Balazik-Cowles, Pat Bonin, Ray Young**

 **ESD: Binkley Simmons, James Cowles**

**Absent: Steve Rogers, Harold Ladd**

**Public Attendees: None**

**Previous Minutes: Accepted by Mary, second by Ray, All in Favor**

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**President Report:** Teresa

* Looking at a Maintenance Plan for vehicles to begin this year. Currently talking with Harold because he has the mechanical credentials to maintain our older vehicles. We want to have documentation of maintenance and repairs.
* We need to assign backup folks for all positions. Sue will back up Vicki, Teresa will backup Brenda.
* Procurement position: looking at creating a separate position for purchasing.
* Teresa needs to get articles of Incorporation and update Tax Exempt Form. We should be a 501c3 and not a corporation. Need clarification.
* Theresa to call the state to verify our Tax ID number.
* Treasurer Computer has been received and QuickBooks has been ordered and won’t be in production until May, per Brenda.

**Fire Chief Report**: Pat

* 8 - Medicals, 0- Fire, 0 - MVA, 0 - Other (Supervisory/Medical) = 8 Missions for **February**
* No burning at night – against state and federal law. No open flame fires at night. Vicki has posted to internet.
* Truck 2600 has air leak. Harold will evaluate and advise.
* Pat will start giving man hours for calls. What to charge per truck (depending on functionality).

**VP Report**: Sue

* Accidental insurance beneficiaries – completed.
* Vehicle Titles – still in ELLVFD name. Per Binkley, going to courthouse 3/19 to complete.
* Workers Comp – based on man hours x 25. They come up with an annual salary and we should be keeping track of man hours. Brenda keeps up with man hours and this should include the meetings/trainings. This included events too. Pat will work on this.
* Home Responder Training
* First Aid Kits for the community
* Stop the Bleed Program/Training
* Mailers – Sue asked for the community database from ESD. We can send out postcards to the community. ABC printing is an all-in-one shop. They will stamp and mail.
* Home magnets with the ELLVFD information
* Easter Celebration approved and flyer created for April.

**Treasury Report**: Brenda

* Savings: $63,160.90
* Checking: $28,222.73 TOOK 10K AND MOVED TO COMMUNITY
* Debit Card: $3,220.36 FSB
* Community National in Buffalo $3K PER DAY LIMIT on debit card
* Teresa requested a list of bills that we pay that is not REIMBURSED by ESD.
* CPR Classes in Limestone County – Brenda will coordinate

**Secretary Report**: Vicki

* Next luncheon is April 17th.
* Vicki emailed Steve about Vonage bill in order to figure out phone system. Handed to ESD – James Cowles to resolve.

**Old Business Report**:

* Equipment from truck #2607 to #2602. Brenda will update list of truck numbers on her reporting. Vicki to update equipment on website.
* New source of revenue from ESD Steve H. We can bill the insurance company for traffic control, personnel or equipment when responding to MVAs. Pat talked to Sheriff’s dept and they refuse to give out the information. If ESD wants to collect it, they may give it to them.
* 2025 - Create priority list for ESD; per Steve R. we should focus on paying off the fire house building.
* ESD/Fire Agreement. Modifications sent back to ESD 12/23/2024. Reminded Tom on 1/28/24.
* Fire Department needs to update By-Laws.

**New Business Report:**

* Overhead Door has been installed with keypads. One motor is going out and ESD is looking at cost to repair vs replace.
* Generator not working. We are on the list for repair check – Per Tom
* Tom made a trip to Dallas for security system. We are getting a new system. ESD approved.
* New Water well is to be drilled in May.
* Wireless tower to be installed by end of March.

03/18/2025

Vicki Balazik-Cowles

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Secretary Date

**Motion to Adjourn**: Motion to adjourn at by Sue and second by Mary at 7:05 pm. All in Favor.