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EAST LAKE LIMESTONE FIRE DEPARTMENT MINUTES

**Meeting Date: July 15, 2025**

**Call to Order: 6:01 pm**

**Pledge and Prayer**

**Attendees: Teresa Ladd, Brenda Bonin, Sue Poole, Mary Hunkler, Vicki Balazik-Cowles, Pat Bonin,**

 **Absent: Harold Ladd**

 **ESD: Binkley Simmons, James Cowles**

**Public Attendees: None**

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

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**President Report:** Teresa

* 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.
* Teresa requested a list of bills that we pay that is not REIMBURSED by ESD.
* Need Key to filing cabinet – requested from Brenda. Pat will make a copy.
* **Asked Mary to go through personnel files and look for applications, driver’s license, background check and beneficiary forms. Mark as Active or Inactive. Active files in red folders. Asked for files from Brenda by Monday the 22nd.**
* Firefighter gear – Tim has been measured and ETA is about 3 weeks. R&J Rescue is vendor.
* 990 was filed per Brenda in 2025. Per public records, we haven’t filed a tax return since 2017 under EIN 91-1829443.
* **Teresa to setup meeting with Bobby Reed for information transfer.**

**Fire Chief Report**: Pat

* 1 - brush fire (2 man hours), 1 MVA – (3 man hours) , 8 – First Responder (27 man hours), 1 -Other/Power Line Down (1 man hour) = **TOTAL 11 missions with 33 man-hours for JUNE**

**Man-Hours for Month of JUNE:**

* Fire Chief Report – 33 hours (see above)
* Training – 14.5 hours
* **JUNE TOTAL MONTHLY MAN HOURS = 47.5**

**VP Report**: Sue

* Sales Tax – Teresa will get with the State Comptrollers.

**Treasury Report**: Brenda

* Savings: $53,297.75, Checking: $28,032.05
* Brenda to return Key Code for the QuickBooks. WE ARE STILL BEING BILLED as of 7/14/25.

**Secretary Report**: Vicki

* Vicki to update equipment on website. VFD to get new pictures and write-up for website.
* Will visit Renee and Community Bank about profile and email address - July 21st.
* Post to Facebook – elections for President and Treasurer – September 2025
* LUNCHEON IS THIS THURSDAY
* POST ESD BOARD CHANGES; LETTER/EMAIL, FB AND WEBSITE

**Old Business**:

* Truck 2600 has air leak. Harold will evaluate and advise. Harold working on that.

**New Business:**

* July 12th date for Air Evac training. (how to setup a landing zone and load/unload a patient)
* Bi-Laws – elections are this year for President and Treasurer. Post elections on Facebook and website. Create flyer and post. Place flyer at Marina. The election is in September on the 3rd Tuesday at the Board Meeting.
* October – BBQ and Trunk or Treat. October 4th, 1st Saturday is October 31st,4th. Trunk or Treat will be Halloween Friday weekend. We will start planning for both. 12 briskets, no chicken and sausage. Charge $10.00 per plate. Plan for 200 headcount. Plan on raffle. Consider 5 items; chainsaw with battery, leaf blower with battery, battery pole saw, generator, NOAA radio, crank flashlights, etc. Vicki made a motion to accept dates, Sue second and all in Favor. **Email request sent to ESD to reserve building** -Approved by ESD on 7/14/25. For Raffle; need costs on items

**ESD Business:**

* ESD- New source of revenue presented from ESD Steve H. We can bill the insurance company for traffic control, personnel or equipment when responding to MVAs. New President to address with the knowledge transfer.
* ESD/Fire Agreement. Modifications sent back to ESD 12/23/2024. Reminded Tom on 1/28/24. James to get this on the agenda before meeting with ESD. With new President, there will be a knowledge transfer.
* ESD - New Water well is to be drilled in May. Waiting on connection. Drill has been completed. Drilled 700 feet. ESD will build a protective building around the well equipment. Sue: can we have a more robust pump in order to fill trucks quicker? Pat: pull a line in order to fill with the smaller hose for the trucks. Will need fittings as well. This will eliminate the small, auxilliary pump.
* ESD -Wireless Internet tower install. Not completed. Waiting on crane to lift over power lines.
* Fire Station TV will be replaced by 7/20.
* Safe-D Convention rooms are approved. Need headcount of who all is attending. Theresa and Harold, Sue and Mary (no hotel needed), Binky maybe, James Cowles, Steve?

**On Hold Business:**

* *Home magnets with the ELLVFD information – on hold*
* *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. – on hold*
* *Fire Department needs to update By-Laws. – on hold*
* *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. On-hold*
* *Procurement position: looking at creating a separate position for purchasing. On hold for now.*

**Motion to Adjourn**: Motion to adjourn by Mary and second by Pat at 6:51pm. All in Favor.