



BEAVER LAKE FIRE DEPARTMENT

BOARD OF DIRECTORS MEETING MINUTES



Date: **Tuesday, June 13, 2023**

Time: **6:00 p.m.**

Place: **Prairie Creek Association Community Room**

Location: **14432 Hwy. 12 East, Rogers, Arkansas 72756**

Zoom Link: <https://us06web.zoom.us/j/89952400569>

1. CALL TO ORDER

- 1.1. Attending in Person: David Cauldwell, Monte Gagliardi, Curtis Hathcock II, Jerry Hudlow, Patrick Kelley, Larry Smith, Laura Tucker
- 1.2. Attending via Video: Todd Weber
- 1.3. Absent: Gisela Cruz, Jeff Easley

2. Changes to Agenda. None

3. **Announcements.** Thank you to Kelly Lewis and other general members of BLFD for providing meals and refreshments for the firefighters pulling duty during holiday period.

4. **Disposition of Previous Meeting Minutes.** Board of Directors May 9, 2023, Meeting Minutes. Minutes approved with addition of listing director names in attendance to be proof of quorum for conducting business. **Motion made to approved minutes with addition of listing director attendance Pat Kelley. Seconded by Monte Gagliardi. Approved by unanimous voice vote.**

5. Reports of Officers

5.1. **President's Report.** No new information.

5.2. **Treasurer's Report.** Monthly Finance Update. Laura Tucker did a review of the financial documents. Generally, documents were self-explanatory. Emphasis was made on how reports are now in line with standard accounting procedures. She is more than willing to help people who may not completely understand the documents. Bottom line BLFD is doing very well at staying under budget and paying off the loan debt. **Motion made and seconded to approve financial reports for May. Approved by unanimous voice vote.**

5.3. Secretary's Report

- 5.3.1. County Agencies and BLFD contact relationships. County sent an email to me requesting BLFD identify a limited number of personnel that they can use as point of contact for information exchange and queries. Recommend we use the Secretary and President to meet their request. I told them I would also provide a memorandum with the names of all directors with contact information. This item created much discussion among the directors. This will be re-visited at the next meeting. Curtis Hathcock will produce a memorandum to potentially address the county's request. Memo would list Todd Weber, Curtis Hathcock and Laura Tucker as primary contacts concerning official correspondence. All other

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directors will be listed as potential points of contact at the discretion of the BLFD Board of Directors. This in no way limits the ability or right of any individual to make queries to the county reference BLFD.

- 5.3.2. County is requesting documentation from BLFD detailing what money will be collected for dues. This issue is directly related to membership dues calculation, County Ordinance and reporting requirements in accordance with Arkansas law. Refer to Old Business below.

5.4. Fire Chief Operations Report.

- 5.4.1. A new DPF filter needed that will improve general operations for the firefighters. Estimated cost would be in the vicinity of \$2500. While this expenditure of funds falls within the authorization and duties of the Fire Chief and President, for full disclosure and transparency, the Board has been notified per this meeting and approves of the additional expense to make equipment fully operational.
- 5.4.2. The department's continuing education program has been revived and begun implementation. Training will be the 3rd Thursday of every month.
- 5.4.3. BLFD has a new Volunteer Firefighter now on the roster. The Chief will keep us advised how the training progresses.
- 5.4.4. Chief Qualls passed along thanks from the firefighters to Kelly Lewis for efforts to provide meals during the holiday work period. Thanks to Jeff Easley for donation to be used for new uniforms, and to Curtis Hathcock for the projector screen.

6. Reports of Committees

6.1. **Finance Committee Report** – None

6.2. **Nomination Committee Report** – Do we have any nominations to fill vacant Director Position.

7. Old Business

7.1. Update on Equipment Inventory and Status

7.1.1. Ambulance – Chief Qualls and Todd Weber to discuss maintenance issues and course of action to proceed. Potential required for a motion and board vote due to financial requirements.

7.1.2. Boat – The boat has been listed on the auction site and the most recent bid is \$10,000. Bids will probably go higher as the process continues for a little longer. While we have met our minimum goal, we expect a higher price will be attained by the end of the bidding.

7.2. EMS Contract – June 15th will be the next meeting with officials from the county and Pafford Ambulance Services. It is possible that the County could award the contract to Pafford prior to the termination of the current contract at the end of the year. Our EMS personnel under the contract are encouraged to seek any opportunities they may be presented. One EMT has resigned already.

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- 7.3. Membership Dues Process – Discussion. Curtis Hathcock (Secretary) is going to meet with the county Assessor and Collector agencies to be able to provide a semi-detailed brief on responsibilities in relation to BLFD dues. To date, email correspondence has been done with Kathy Smith (Chief Deputy, Assessor’s Office) and Natalie Roller (CAMA Coordinator/Senior Appraiser Administrator). I requested a clarification/explanation of the acronyms used in their database remarks referencing different things from residence/commercial building counts, mobile home parks, fencing to vacant status. They have used the codes for years to keep track of information across all districts. Kathy Smith and I are planning to have a meeting to go over their database and collection process sometime before our next board meeting when I can provide some additional information.

This meeting is an information exchange to provide a better understanding of reporting timelines and to provide updated information requirements by all agencies concerning the new dues approved in the special election. THIS IS AN INFORMATION EXCHANGE MEETING ONLY.

The BLFD Board of Directors will need to continue working on the desired methodology that we can present to the BLFD general members for their approval. That process is to base fees upon the county assessor’s taxable value figure in their database procedures. This is a longer-term solution to address concerns raised by our general members identified during the 2022 calendar year. The Goal is to have the new methodology approved by the general membership for presentation and approval during the next county election cycle (2024 General Election, November).

8. New Business.

- 8.1. Discussion was allowed to try and clarify the difference in fee BLFD is being charged by the county for the special election. The original estimate was presented as somewhere between \$1,000 and \$1,500. The bill received was a little over \$4,000.
- 8.2. Introduction of new item to be opened for discussion concerning scheduling of Annual Membership Meeting. It was determined that this is an item that would fall within the parameters of a full review of BLFD Bylaws. Directors agreed to begin reviewing the bylaws on their own and be prepared to begin discussions. This process will take several months.

9. Other Business.

- 9.1. BLFD will be a major participant in the Beaver Shores Independence Celebration Parade on July 1, 2023. The start time for the parade is 1000.
- 9.2. Chief Qualls office has been moved to the Grimes Street Fire Station to make better use of all facility resources.
- 9.3. Monte Gagliardi opened for discussion, a query into why a general member who has been paying BLFD for many years would not be allowed to vote in the special election for the determination of dues. County records indicate the property is in the Highway 94 Fire District. This appears to be a county districting issue for determination. Curtis Hathcock stated he would do some research and bring the question up at the information exchange meeting he is having with the assessor’s office in July.
- 9.4. No applications or nominations have been received to fill the vacant director position.

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- 10. Adjournment. Motion made to adjourn meeting by Pat Kelley. Seconded by Chief Qualls.
Unanimously approved by voice vote.**

A handwritten signature in blue ink, appearing to be 'Curtis Hathcock', is written over the text of the adjournment motion.

SUBMITTED BY: Curtis Hathcock, Board Secretary