



# BEAVER LAKE FIRE DEPARTMENT

## BOARD OF DIRECTORS MEETING MINUTES



Date: **Tuesday, July 11, 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 – 6:01 P.M.

- 1.1. Directors attending in person: David Cauldwell, Gisela Cruz, Jeff Easley, Monte Gagliardi, Curtis Hathcock II, Jerry Hudlow, Larry Smith, Laura Tucker, Todd Weber
- 1.2. Special Board members attending in person: Austin Harris, Dusty Qualls
- 1.3. Attending via Video: NA.
- 1.4. Absent: Patrick Kelley
- 1.5. A Quorum of 6 has been met to conduct business.

2. Changes to Agenda. None.

3. Announcements

- 3.1. Reminder for Directors to be prepared to open discussions on areas to begin updating BLFD Bylaws at the next monthly meeting.

4. Disposition of Previous Meeting Minutes.

- 4.1. Board of Directors June 13, 2023, Meeting Minutes. **Motion to approve made by Jeff Easley, seconded by Austin Harris. Minutes approved, unanimously. Eleven votes by voice, one vote by proxy (Jeff Easley for Pat Kelley).**

5. Reports of Officers

- 5.1. President's Report – relayed feedback from general membership and community of praise for things changing for the better. Provided specific example of Letter to the Editor reference in the NWA Democrat Gazette, Editorials page, dated July 6, 2023.
- 5.2. Treasurer's Report – Review of financial documents led by Gisela Cruz. Items deemed notable were payments for ambulance maintenance repairs (approx.. \$6,600) and bill for BLFD portion of Special Election cost (approx. \$4,000) **Motion made by Curtis Hathcock to accept the financial documents for the month of June. Seconded by Jeff Easley.** Approved by unanimous vote of all present plus 1 proxy vote.
- 5.3. Secretary's Report

# **BEAVER LAKE FIRE DEPARTMENT**

## **BOARD OF DIRECTORS MEETING MINUTES**

5.3.1. Attended meeting with representatives from the Benton County Assessor's and Benton County Collector's Offices July 6, 2023 for information exchange on point of contact and database management. Meeting went well with several items of note. Specifically, we will be receiving a report between August and October to validate the dues based upon new flat fee of \$200 approved during the special election. Improvement District Transparency Report will be coming out somewhere in the vicinity of January to March 2024. A new form will be used which I received a copy. Report that is due by December 15 under provisions of A.C.A. § 14-20-108 (g) is still being discussed on requirements.

5.3.2. Discussed some procedural changes concerning the minutes reporting to hopefully increase transparency and be more in line with Robert's Rules for Meetings.

### **5.4. Fire Chief Operations Report**

5.4.1. Chief Qualls went over response activity using a new tracking chart. Stated more detail type data is available upon request as he learns capabilities tracking system.

5.4.2. Discussed issues with the FD's primary boat. During inspection leaks in hull were found that rendered the boat a total loss. While the boat is technically owned by the state, we covered insurance payments and were advised that BLFD will be able to keep the proceeds of the claim to be used in the acquisition of another boat in the future (approx. \$25,000).

5.4.3. During clean up of fire stations, identification of excess equipment was identified for disposal. Much of the useable equipment was sold (revenue approx. \$2,000).

5.4.4. Request from Firefighter Austin Harris was presented for making a presentation of helmet used by Hank Euler to his spouse as an "In Memory of Service" memento. The Board unanimously agreed to develop and make the presentation at an appropriate time to be determined.

5.4.5. Kelly Lewis queried Chief concerning participation in the upcoming Bikes, Blues and BBQ event (tentatively September 23, 2023). A brief discussion included identifying any requirements for refreshments or other and possible ability to operate a fund-raising event at the site.

### **6. Reports of Committees**

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

### **7. Old Business**

7.1. Status on Sale of Boat. Boat was sold for \$16,000. Revenue will be put into bank account as reserve funds for now. Chief Qualls will begin the process of looking for future acquisition of another boat.

7.2. Ambulance – Ambulance is fully operational. As development of the Benton County contract for EMS services continues, there is potential for Pafford (the most probable operator of EMS contract) to purchase the ambulance from BLFD.

# BEAVER LAKE FIRE DEPARTMENT

## BOARD OF DIRECTORS MEETING MINUTES

### 7.3. EMS Contract – Update.

- 7.3.1. Benton County is continuing their process of acquiring a new contract for EMS to replace the service being done by Mercy Hospital and BLFD.
- 7.3.2. The Board has declared the establishment of an EMS Contract Replacement Committee to continue following the progress of Benton County and potentially develop an independent relationship with Pafford (or other service provider) that could result in a contract to lease space at the BLFD fire station (Beaver Shores location) to support Spafford's operations. Members of the Committee are Todd Weber, Laura Tucker, and Chief Dusty Qualls.

- 7.4. Meeting of BLFD Secretary (Curtis Hathcock) with County Assessor Office (Kathy Smith and Natalie Roller) and County Collector Office (Dawn Murray). The meeting was held at the County Administration building. Discussion focused on the county's primary communication method between their offices and BLFD concerning reporting and information updates concerning membership dues collection and the structure of database tracking of information that might be useful to the Board of Directors, BLFD. Curtis said the meeting was very productive. Addressing the request for a formalized official communication channel, Curtis provided an example of a memorandum that could be used to facilitate the issue. Curtis will finalize the form and present it to the Board via email for final comment prior to sending correspondence to the County Offices.

### 8. New Business.

- 8.1. Discussed issue about Steve Ketron's parcel 18-03546-000. Parcel is shown on GIS drawings to be located in the Hwy 94 East Fire Improvement District. However, he has been paying dues to the BLFD for the last few years. The ARCounty Data shows the parcel in the BLFD Improvement District, also. Open discussion on process to address BLFD Area of Responsibility (Improvement District? / Fire District?) - Consensus agreement desired to open lines of communication and discussion with the District 1 JP (Jeff Dunn) and the District 2 JP (Ken Farmer) concerning a redrawing of the BLFD's Area of Responsibility. I would also make contact with the Fire Chief for Hwy 94 East Fire department. **Curtis Hathcock made a motion to begin the process of redefining the Improvement District boundaries to rectify the issue for the Ketron parcel. Motion approved on unanimous voice vote.**

### 9. Other Business.

- 9.1. Laura wanted to know of any updates concerning current dues system and how occupiable structures is determined. This is a reference request from general member concerning changes made in their fees. Jeff Easley gave a summary of the process that we will pursue to see what is the authority for determination of occupiable structure. The member has said they will pay the increase in fees as long as it is being done the same for all members.
- 9.2. Jeff Easley provided an update on the medical condition of Director Pat Kelley. Future test results may lead to Pat submitting his resignation from the Board.
- 9.3. The above item reiterates the need to more vigorously pursue potential candidates to serve as a Director on the Board. One position is already vacant.

# BEAVER LAKE FIRE DEPARTMENT

## BOARD OF DIRECTORS MEETING MINUTES

10. Adjournment. Larry Smith asked for a motion to adjourn the meeting. **Motion to adjourn was made by Jeff Easley and seconded by Austin Harris.** With no further comments, the meeting adjourned at 7:18 PM.



SUBMITTED BY: Curtis Hathcock, Board Secretary