

Lakeview Fire Protection District Monthly Meeting

April 13, 2021

Meeting called to order by Brandon Jones at 7:01pm.

Prayer was given by Brandon Jones.

Members present: *Brandon Jones, Daniel Griffin, Doug Beaulieu, & Steven Johnson.*

Members absent: *George Dykes, Mike Fisher, & Joe McGee.*

March Minutes were read by Doug Beaulieu. Motion by Daniel Griffin to accept with changes, 2nd by Steven Johnson, accepted by all.

Treasurer's Report was read by Doug Beaulieu. Motion made by Steven Johnson to accept, 2nd by Daniel Griffin, accepted by all.

Chief's Report was given by Chief Jerry Harris. Jack Black has elected to stay on staff with Lakeview. Chief is working on hiring more fill-ins as well as volunteers. Effective 04/13/2021, Charlie Boyd has been promoted to Deputy Chief. A job description for this position was given to all board members. An update was given on various grants. Maintenance – all trucks are working well.

Apparatus update was given by Deputy Chief Boyd. A written report of the status of all vehicles were provided to all board members. We have received some LED scene lighting to install on Engine 1303. DC Boyd is getting quotes on installation. The aerial device on Ladder Truck 1305 needs significant repairs and currently not operational. We will solicit quotes for repair. Not fixing the aerial device can have an adverse effect on our ISO rating. Engine 1303 is running much better, but still has some issues in need of attention. This engine currently has Halogen headlights. A quote (\$1,117.60) from Sunbelt was presented to the board to purchase LED headlights for this engine. An updated quote (\$391.96) from Freightliner was presented to fix the air seat on Engine 1302.

EMS Report was given by Chief Jerry Harris. The goal of our department is to transition over from BLS to ALS. We are exploring various avenues to attain this goal.

Training: Chief Harris shared that CPR classes will be offered every third Thursday at Station 1 for anyone wanting to attend. The cost is \$45 and you must sign up in advance. The department is looking to host an ACLS/PALS class quarterly. The first one will be held on a Saturday in June. Chief hopes to eventually be able to offer a 160 Certified Volunteer class in Lakeview.

The department ran 102 calls in March. Chief talked about the gas leaked that occurred at Tannehill General. ADEM was brought in.

Steven Johnson made a motion to upgrade the headlights on 1303 to LED up to the Sunbelt quoted price of \$1,099, seconded by Doug Beaulieu, accepted by all.

Committee Reports:

Katherine Armstrong met with Pam Kirsch (*Police Clerk – Town of Lake View*). On Thursday, May 13th, the first graders from Lakeview Elementary will have a fieldtrip to Town Hall & Fire Station #2. This will be a joint effort between the police & fire departments. Basically, a public safety day.

Looking to get more involved in the community. Looking at something for July 4th and then also potentially a fall festival type event.

Communications – We are starting to use Instagram more often. Nextdoor has not been the platform that we had hoped it would be.

Administration – A Google form (*Job Application*) has been created by Deputy Chief Boyd. It will be available on-line (*Facebook, our website, Alabama Fire College*) & will make it easier on any applicants.

Old Business:

Brandon Jones brought up hiring a corporate attorney to represent the Fire District. We had a law firm come & speak to the board at our last meeting. He has also received a firm resume from Stephanie Weems of Massey, Stotser, & Nichols. Ms. Weeks currently represents approximately 17 fire departments throughout the State of Alabama. She would charge \$250 per hour. Doug Beaulieu noted that he liked the fact that she has experience with other fire districts. Motion made by Doug Beaulieu to hire Stephanie Weems on an as needed basis, seconded by Steven Johnson, & accepted by all.

Billing Updates – Martha McFarland shared that final notices will go out at the end of May. We have been able to collect several liens and back dues.

Donated Property - Daniel Griffin reached out to Rosen Harwood about Ms. Page's property on Becky Drive that she was looking to donate. Rosen Harwood have an invoice of \$392 to do a title search and process any paperwork needed to get the property placed into our name. Steven Johnson inquired about the assessed value of the lot. Katherine Armstrong shared that it appraised at \$5,000. Doug Beaulieu made a motion to pay the Rosen Harwood invoice & accept the property, seconded by Steven Johnson, & accepted by all.

Online Payments – Katherine Armstrong shared various online payment options. We have been utilizing PayPal. QuickBooks (which is our current financial software) offers an online payment option & would streamline our processes a little. Steven Johnson questioned using CashApp and/or Venmo. QuickBooks offers a one month trial subscription for this service. Motion was made by Daniel Griffin to move forward with the trial of accepting payments directly through QuickBooks, seconded by Steven Johnson, and accepted by all.

Completion of Station #2 – Brandon Jones & Chief Harris have been in talks with the Town of Lake View to work together in securing funding to build-out this station. Mayor Adrain Dudley addressed the board. He needs something concrete from the board stating our plans for this station before the Town can commit to assisting us. One of his biggest concerns is the current status of ambulance services in our area. He would like to see a transport vehicle located in Fire Station #2. Daniel Griffin asked if the town's septic system could handle the fire station being connected to it. Mayor Dudley stated that he would need to have a septic tank audit needed before that question could be answered. Daniel Griffin made a motion for a Board resolution to commit to building out Station #2, seconded by Steven Johnson. Doug Beaulieu abstained with all others voting to approve.

2021 Proposed Ballot – Brandon Jones read a proposed ballot for a dues increase.

- Businesses to pay 3 Mil (*as assessed by Tuscaloosa County Tax Assessor's Office*)
- Improved properties to pay 1 Mill (*as assessed by Tuscaloosa County Tax Assessor's Office*)
- Vacant lots will be billed through the Lakeview Fire District according to the Tuscaloosa County Tax Assessor's Office mileage schedule with a minimum of annually \$15 per lot.
- Manufactured homes not accessed as real property will be billed through the Lakeview Fire District at \$100 per year.

Daniel Griffin asked that we remove the word "average" from the ballot to avoid any confusion. Daniel Griffin made a motion to move forward with this ballot with changes as discussed & seconded by Doug Beaulieu. Steven Johnson abstained with all others voting to approve.

New Business:

Simplifile – An online system that would allow for e-filing of documents with the Tuscaloosa County Probate Office. This would allow for the immediate filing of documents, save time, and minimize the times that the Business Office would be left unmanned. Pricing is an annual fee of \$150 & then \$10 per transaction plus courthouse fees. Currently, it costs the district \$40.32 just in mileage each time a person travels to the courthouse in Tuscaloosa. Motion made by Steven Johnson to approve the use of Simplifile with a minimum service fee of \$20 charged, seconded by Daniel Griffin, & approved by all.

Liens vs. Collections – Martha McFarland asked if the board would prefer to continue the practice of filing liens for delinquent dues or send to collections. It was decided that all notices would be sent by regular mail, but that the notice of lien would be sent out via certified mail. Daniel Griffin made a motion for the Business office to file liens instead of sending to collections, seconded by Steven Johnson, & approved by all.

Contract Areas – Brandon Jones requested that we get with the Vanoy's (Valley Properties) and get a new contract signed. Chief Harris suggested that we get with our attorney to look at the legalities associated with the Fire District billing these contract properties directly.

Printer/Copier for Business Office – Brandon Jones shared that the current Epson printer used by the business office is struggling and is likely on it's last leg. We've only had it for a year & a half. He would like to go back to a service/lease contract based copier/printer. Mayor Dudley mentioned that RJ Young had recently given the town a quote on machines of \$247 a month (for 2 machines). We will solicit quotes prior to the next meeting.

Executive Session - Daniel Griffin made a motion to go into executive session for approximately 5 minutes to address an ongoing legal matter, seconded by Doug Beaulieu, & approved by all. The board went into executive session at 8:36pm/

Upon returned to regular session at 8:48pm, Daniel Griffin made a motion to hire attorney A Vincent Brown PC at a rate of \$250/hour to handle to civil litigation discussed in executive session, seconded by Steven Johnson, & approved by all.

Motion to adjourn made by Doug Beaulieu.

Submitted by:

Doug Beaulieu