

Board Meeting Minutes
Carlton Landing Fire and Rescue, Inc.

8/5/2023

1:00pm

Zoom Meeting

Board Members:

Present: Susan Zubik, Gary Tarkington, David Kimmel and Craig Ireland

Quorum present? Yes

Proceedings:

The meeting was called to order at 1:02 p.m. by Chair Susan Zubik

- July meeting minutes were reviewed and approved
 - Motion to approve minutes – David Kimmel
 - Second – Gary Tarkington
 - Nays - None

Previous Business:

- **Ambulance Services:** Susan followed up with Jerry Sanford regarding ambulance location and subscription service. Jerry indicated these issues are currently on hold and they will let us know when the status changes.
- **Legal Description for the Land:** The legal description for the land in the lower area of the water treatment plant has been completed. Cantrell and Joel Bain viewed the surveyed area and confirmed the land is satisfactory for building our future firehouse.
- **Building Bids:** Cantrell has responded to our bid request for the firehouse. However, Sue will follow up with Cantrell to discuss items not in the bid – windows, gutters, generator, natural gas, etc. There is an additional need for further information regarding the siren and light. Will need a possible re-bid from Cantrell. Request for bids/updated bids have been sent to – Daryl Nieto, Shawn O'Brien @ Docks-n-Moor, and Steve Brewer with KB Construction.
- **Fundraising** – Received the \$5,000 donation from the Dillingham family. The current fundraising total is \$131,220.
- **Funding for Consultant/Advisor:** The approved \$1,250 stipend increase in the town budget required a modification to the annual Contract from the town for fire services. Sue revised the original request to include information regarding the use of the additional funds and submitted the request to Greg Buckley for approval at the next town meeting. Our contract for the funding

increase is one year and will be used for Joel Bain's independent contract agreement.

- **Independent Contract:** Joel Bain's independent contract agreement is under review after receiving a job description from Joel.
- **Storage Site Inventory:** The inventory for items in storage is still pending.

New Business:

- **Financial Statements:** Craig Ireland submitted the financial statements and noted that payment for June, July, and August parking spots will be paid in August. CL was late in issuing the parking invoices.
- **Pittsburg County Taxes.** Sue contacted Hope Trammel – Pittsburg County Clerk, regarding collecting town taxes for our Fire Department. Hope informed Sue that towns and cities cannot add Mills. Hope stated that we would have access to county funding estimated at \$4k to \$7K monthly. We must go through Luke Underwood, Rural Fire Defense Coordinator KEDDO. He will be assisting with our funding approval through the Pittsburg County Commissioners. Once we are authorized and back in business, the funding will start.
- **Sales Tax Exemption,** We have an Oklahoma sales tax exemption form good for three years. The exemption is for sales of tangible property or services for the fire department.
- **Fundraiser.** Christy Fuller has proposed a Meeting house fundraiser sometime in September. The Board likes the idea and will ask Jim Keating to organize the event with Christy.
- **Electric and Water for the new Building.** Need information regarding electrical and water supply for the building. Builders need to include the electrical meter and water supply in their bids. We need to follow up with Caleb on how this is handled.
- **Bids.** Follow-up with Cantrell regarding the generator and need for propane or natural gas. A natural gas line may be available for the building; however, we need to follow up with Grant for information.
- **Natural Gas.** Craig stated that Amerigas should not be a preferred vendor due to customer service issues. Proposed that we use Hopkins.
- **Fire Truck.** Sue will mention to Mike Kerney to move the Fire Truck parked behind the meeting house back to the lot so they can complete the paving.

The meeting adjourned at 1:27pm. Next Board Meeting is scheduled for 9/2/2023.