

Board Meeting Minutes
Carlton Landing Volunteer Fire Department (VFD)

12/3/2022

1:00pm

Zoom Meeting

Board Members:

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

Absent: Rosie Dominic

Quorum present? Yes

Proceedings:

The meeting was called to order at 1:02 pm by President, Susan Zubik

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

Report: Status of Previous Actions Discussed

- **Conflict of Interest Questionnaire:** Gary indicated he had all but 1 of the forms and would remind the board member to submit the form.
- **Carlton Landing Website for Meeting Minutes:** Susan will take care of emailing the approved minutes to Heath Corbin for posting to the website.
- **Fire Trucks Status:** Susan thanked Gary and Mike Kearney for their help in getting the information for the fire trucks. Susan provided the details to Luke Underwood (KEDDO) who confirmed Carlton Landing legally owns the trucks/titles and can do with them whatever we decide. Susan made a motion to dispose of the 1985 Brush-2 vehicle that is non-operational. 2nd by David Kimmel. No Nays.
- **Meeting with Grant Humphries (Funding, Deed, Metal Building):**
 - Grant discussed potential sources of funds for the VFD and suggested the best option might be to put together a special assessment for Life Safety (VFD, Ambulance, Police). Determine the funding needed based on the size of the town. It would still require a supermajority of homeowners to approve, but funding could be collected via the HOA system to provide a regular income stream that could be used to obtain a loan from a bank.
 - David did not think this would be well-received, as there are many complaints about the HOA dues.
 - On the matter of a Deed for the property by the farm, this Committee needs to generate a written agreement/Letter of Understanding to define

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- the use for the land and that the land will not be used for other purposes and provide it to Grant in order to receive the deed.
- In regards to building a metal building on the land where the wastewater treatment plant is located, the land is outside the CL declaration limits. Grant does not have anything to do with that land. Continue discussions with the Water Board for approval.
 - **Insurance Status:** Rosie is taking care of the D&O insurance policy which should be issued soon.
 - **Fire Chief Status:** Susan spoke to Joel Bain (retired Midwest City Fire Chief). He is interested in our Chief position, but will not be a full-time resident for a few years. Since we have no other full-time residents willing to be the Chief, Susan Zubik made a motion that either the Chief or Assistant Chief be required to be a full time resident. 2nd by Gary Tarkington. No Nays.
 - **Community Fund Status:** As part of the discussion with Grant, he indicated the Community Fund is run by a Nonprofit group that decides how to spend the funds, allocated for Marking/Events and other community needs. Funds vary from year to year due to sales, so they are not consistent.
 - Craig suggested the school resource officer is being paid partly by the Community Fund through a temporary grant, and suggested we should approach them for a similar request for the initial building.
 - **Metal Building for Trucks:** Spoke to Burt Scott – his storage facility is not a good option, but he provided the name of Sean O’Brian who is building them. Susan has a requested a quote from him for: 14’ tall, 40’x50’ building with 2 truck doors, 2 building doors, a bathroom, water spigot, propane heating, cement pad. She has discussed this building with Caleb Connor (Chairman of the Water Board), who was receptive to the idea.
 - **Fundraiser Team Meeting:** The meeting was not held, as we are awaiting the estimated cost for the metal building from Mr. O’Brian before discussing.
 - **Other:**
 - Purchases are not discussed in the Governance Manual or Bylaws (for modification to incorporate multiple quotes based on dollar value). Craig suggested including a section with Other Special Terms and Conditions in the Governance Manual. Susan will work on the update.

There was no new business.

Meeting adjourned at 1:34pm.

The next Board Meeting is scheduled for 1/7/2023.