

PINEWOOD FIRE DISTRICT
BOARD MEETING
October 18, 2022

1. Call to Order & Pledge of Allegiance:

Meeting was called to order at 3:00 p.m. with roll call and Pledge of Allegiance.

2. Roll Call:

Members Present:

Chairman, Richard Drinen	Clerk, Barbara Timberman	Member, Tom Gulliver
Member, Lois Barnes	Member, Robert Rose	

A quorum was established.

Staff Present:

Fire Chief, Josh Tope	Office Manager, Tammy Pugh	
Dustin Maggard	Matt Burns	Derek Day
Chris Baird	Josh Doak	

Public Present:

Bob Timberman	Jennifer Frank – Hinton Burdick CPA
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3. Administrative Remarks:

Chairman Drinen advised the board he has not heard anything from the Pinewood Country Club board, in reference to the property. Chairman Drinen believes their board is waiting to decide until they know if the bond passes.

Chairman Drinen asked if Chief Tope was going to hold another bond meeting prior to election day. Chief Tope advised there was no plan to hold another meeting at this time.

4. APPROVAL OF MINUTES OF MEETING: September 20, 2022

Chairman Drinen asked the board members if they have any corrections to last month's meeting minutes. There were no corrections presented. Chairman Drinen asked for a motion to approve the minutes as presented. Member Rose moved and Member Gulliver seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.

5. APPROVAL OF MINUTES OF MEETING: October 6, 2022

Chairman Drinen asked the board members if they have any corrections to the October 6 special meeting minutes. There were no corrections presented. Chairman Drinen asked for a motion to approve the minutes as presented. Clerk Timberman moved and Member Barnes seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Gulliver, Member Barnes, Member Rose.

6. CORRESPONDENCE

Office Manager, Tammy Pugh advised there were no correspondences.

7. FINANCIAL REPORTS: Review and discussion of April expenditures as presented

Chief Tope said that we are 25% through the fiscal year and the expense categories are as follows: Gross Profit is at 5.68% and Carry-Over is at 28.6%, 1000 HR salaries and Overtime is at 23.53% and HR Benefits at 23.46%, 2000 Physical Resources is at 9.1%, 3000 Operational Expenses is at 23.28% and Capital Expenditures is at 1.73% leaving the total expenditures for the fiscal year at 17.71%.

8. OFFICE MANAGER'S REPORT: Financial and run log comparison exception reports

Office Manager Pugh advised that Fire Recovery received approximately \$3,100 in ambulance revenue for the month of September. She continued with advising we have approximately \$53,000 outstanding invoices with Fire Recovery. We collected approximately \$1300 in ambulance collection, approximately \$58,000 from Wildland-Bear Jaw and \$0 in vehicle stabilization for the month of September.

She stated that AERO medical we received just over \$1000 in ambulance revenue in September, and we have just over \$18,000 in outstanding invoices. September was our last month with AERO Medical. Regarding the outstanding invoices, Chief Tope and Office Manager Tammy Pugh are still in contact with AERO Medical to find the best option on how to retrieve these monies. Chief Tope reviewed the run log.

9. CHIEF'S REPORT:

A. Response exception reports

Chief Tope advised the board the community member that he spoke of at the last board meeting is still doing well.

B. Update on legislative issues

Chief Tope advised there will be no further meetings for the bond prior to the November 8th election. Chief Tope advised that on November 17, 2022, there will be a community watch meeting, this will be in person.

C. Operational report

Chief Tope has received strategic plans from divisional management, will be working on them during senior staff meetings and then bringing the plans to the board, possibly in January 2023.

Chief Tope advised the board the firefighters have officially started the redemption counselling. He continued with the grants status and advised the gurney lift had been ordered with some parts needing installations and the Firehouse subs grant extrication equipment has been ordered. We have received one piece and the other two pieces should be here by the end of the month. Training on the equipment will need to be done before it is put into service.

10. Audit 2022

Jennifer Frank, with Hinton Burdick, CPA presented a slide show on the recent audit.

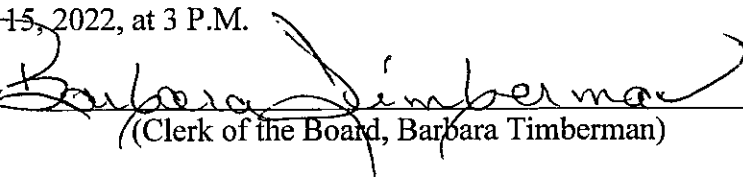
11. Call to the Public:

Bob Timberman stated if the bond passes and the Fire Department doesn't use it at time, will the county tax the resident while it sits in the bank. Chief Tope stated this was false, once the bonds passes and everything clears with the elections, the bonds will be sold. The Fire Department is not funded until the bonds are sold. The bonds won't be taxed until they are sold.

The meeting was adjourned at 3:26 P.M.

Next Meeting: November 15, 2022, at 3 P.M.

Respectfully submitted by

A handwritten signature in cursive script, appearing to read "Barbara Timberman", is written over a horizontal line. The signature is fluid and somewhat stylized.

(Clerk of the Board, Barbara Timberman)