

**Burton Fire District  
Commissioners Meeting  
October 28<sup>th</sup>, 2020  
Station 81 Bay - 1800**

**PRESENT:** Commissioner Gary Bright  
Commissioner Herbert Burnes  
Commissioner Thomas Peeples  
Commissioner Stanley Ganshow  
Commissioner Madison Chisum

Chief Rountree  
Deputy Chief Webb  
Attorney Fred Kuhn  
Assistant Chief Still  
Assistant Chief Wagner  
Engine 81 crew

The meeting was called to order by Commissioner Bright @ 18:05.

Commissioner Ganshow motioned to accept the agenda.  
Commissioner Burnes seconded.  
Motion approved.

Commissioner Ganshow motioned to accept the minutes from the January 29<sup>th</sup>, 2020 meeting.  
Commissioner Burnes seconded.  
Motioned approved.

Financials were mailed and emailed to the Commission ahead of the meeting and included in the packet. Due to Covid-19 and being unable to meet, there were 9 months up for approval. Commissioner Chisum stated that he had time to review and motioned to accept the January through September 2020 financial statements.  
Commissioner Ganshow seconded.  
After no discussion, the vote was unanimous with the reminder that if questions should arise, they can be re-visited.  
Motion approved.

**Executive Session**

Commissioner Ganshow motioned to enter into executive session to discuss a pending legal matter with Attorney Fred Kuhn.  
Commissioner Chisum seconded.  
Entered @ 18:11.  
Back in open session @ 19:15.  
Conversation took place on a pending legal matter.  
No action taken or required at this time.

Commissioner Ganshow stated that he uses his personal email for Commission communications as well and questioned whether he/they should create a separate email for commission business only.

Attorney Kuhn stated that only Burton Fire District emails would be subjected to any FOIA requests. His personal emails such as bank statements, bills etc. would not be subjected to those requests.

### **Old Business**

**Rules & Regulations** – Commissioner Ganshow asked if the Rules and Regulations were still being updated. Chief Rountree stated that the updated version had been put on hold but would have it ready for Commission approval soon.

**Pinewood** – The renovation is about 90% complete. The addition is complete and Fraser is working on the original building. We are looking at a completion date of November 30<sup>th</sup>.

The loan was set up as a line of credit that was due to expire 10/27/20. As of the 26<sup>th</sup> we had \$273k left to spend from the loan. With construction possibly not being complete until the end of November, the bank suggested moving the money into our operating funds and we would make the remainder of the payments to the construction company. In the event there is money left over, we will make a principal payment to the loan with those remaining funds.

### **New Business**

**FEMA Grant** – We received a grant for up to \$51,000 to replace our breathing air cascade at station 84. Chief Webb sent specs out and has received bids. We have not awarded one at this time.

The cascade we will be replacing is from 1986. We will be responsible for 5% of the cost.

**Pumpers** – We are retiring three notes this fiscal year. Chief Rountree would like permission from the Commission to start the process of researching and building specs to purchase one, possibly two, new pumpers. The 2002 and the 2005 Pierce engines are currently operating as engine 84 and our reserve engine.

Commissioner Ganshow motioned to allow Chief Rountree to begin the process of building possibly two sister engines.

Commissioner Chisum seconded.

Vote was unanimous.

Motion approved.

### **Chief's Report**

Chief's report included in the packet. No discussion or questions.

### **Adjournment**

Commissioner Burnes motioned to adjourn.

Commissioner Chisum seconded.

Meeting adjourned at 19:34.

*Next meeting TBD*