

Riverside Volunteer Fire Department
Regular Session
Minutes
Thursday, March 20, 2025

CALL TO ORDER

Call to order 6:02 pm by Vice President Dearwester.

Present Quorum: Charlsa Dearwester, Sandy Hundl, Lisa McGilberry, John Hobbs

Roll Call: Sign In sheet verified

Lisa McGilberry confirmed that the certification that Public Notice of meeting was given in accordance with State Law.

GENERAL

Prayer by Vice President Dearwester

Pledge of Allegiance

Citizens Input- Agenda Items:

Jenny W. requesting discussion about waiving Community Room rental fees for POAs/Non-Profits and Fundraisers

CONSENT AGENDA

1. Approve minutes from the previous meeting held February 24, 2025.

Discussion: No Changes

Motion: Lisa McGilberry Second:Sandy Hundl Vote: Unanimous

2. Approve Disbursement Report.

Discussion: Charlsa Dearwester asked how much money was budgeted for Attorney fees and how close we are to exhausting the budgeted amount. Mrs. Hundl said she would research it.

3. Approve claims and invoices submitted for payment.

Discussion: Claims and invoices were reviewed and approved by the Board

Motion: Charlsa Dearwester Second: Lisa McGilberry Vote: Unanimous

4. Receive monthly Chief's Report.

Discussion: . Chief Crocker went over the RVFD Monthly Chiefs Report that he provided for the March 20, 2025 Board meeting. During the meeting he stated that:

- electric for the TLR building had been installed and came in under the \$5,500.00 that was approved.
- Chief stated that he and Charlsa were working on the budget after it was realized the ESD had not formally approved an operating budget.
- It was also discussed that the ESD Attorney, Ira Glover, stated that if the approved budget line item had the necessary funds then there was not a need to get approval for items or jobs over \$2,000.00.
- Call response is up, total of 60 calls for February, with 33 responded too.
- We finally have Duty Crew boots on the ground. Having some trouble getting applicants because of salary. The salary is not as good as it was six months ago because of the economy. Shift will be 7a-7p and 7p-7a, 7 days a week
- Duty Crew last week 2 hired, 3 waiting to return from deployment
- Charlsa added that there was some delay in the hiring process as the position requires drug testing and it had to be set up with a location in Huntsville.

Motion was made to approve the consent agenda items.

Motion: Charlsa Dearwester Second: John Hobbs Vote: Unanimous

BUSINESS

1. Update on Department Website.

Discussion: Charlsa Dearwester gave an update on a Riverside Volunteer Fire Department Website. She stated that she was going to have a section of the website for the Community. The Community Site would include updates for fire, weather and emergency safety. Links to the Forestry, Road Closures, and other websites, this would enable the community to only have to go to on site to find the needed information. Meeting Minutes and Agenda items will be added.

2. Discuss and take action to approve amendments of Department Bylaws.

Discussion: Bylaws returned by Attorney

Motion was made by Charlsa Dearwester to approve the Bylaws as they are.

Motion: Charlsa Dearwester Second: Sandy Hundi Vote: Unanimous

3. Update on installation of electricity at Station 54 not to exceed \$5,500.00..

Discussion: Chief stated that ESD had approved up to \$5,500.00. Charles has checked and power is on and everything is working. Thomas Lake Road the building in question was originally built for the side x side. The job came in at \$5114.99.

4. Discuss and take action on new signage at Station 54

Discussion: At the time of the meeting the Chief did not have any ready information on signage. It was discussed that the Chief and Lisa Olson are working on a Policy (SOP) for signage. It was discussed that the station name and badge would be placed on the front of Station 54. The station name would read Thomas Lake Rd Station 54, Riverside Vol. Fire Department, in big letters. The two signs at the end of the roads would need to be replaced with the new information. John Hobbs requested to be appointed to work with the Chief on getting information on signage. We will need to revisit at next month's Board Meeting.

Motion was made to accept John Hobbs request to assist the Chief in gathering information on signage and to discuss at April's Board Meeting.

Motion: Charlsa Dearwester Second: Lisa Vote: Unanimous

5. Discuss and take action on estimates for maintenance repairs to HWY 54

Discussion: HWY 54 did not have chargers and batteries had to be replaced twice. The Chief approved the purchase of a charger and plug and for the plug it be installed. There is still a leak in the power steering that has not been found.

HWY 54 is back in service at Station 54.

6. Discuss and take action to award lawn maintenance services from 04.01.25 - 09.30.25 for Station 51, Station 52, & Station 54.

Discussion: Bids went out and 17 lawn services expressed interest, however only 4 provided the necessary information for the bid. The current lawn service provider did not submit a bid as he was upset that no one came directly to him to tell him bids were being accepted. John Hobbs suggests that the selected contractor provide before and after pictures each time work is completed.

Motion was made by John Hobbs to accept Four Season D&J Lawn service for Mowing Services through September 30, 2025.

Motion: John Hobbs Second: Lisa McGilberry Vote: Unanimous

7. Discuss and take action to pay volunteers from 10.01.2024 to 02.28.2025

Discussion: There was a back log in payments for Volunteers while Quick Books was set up so 10.99s could be produced. Volunteers receive payment for going on calls and attending mandated drills and training. Motion was made

Motion: Charlsa Dearwester made a motion to approve Volunteer Stippen for 10.01.2024 to 02.28.2025.

Motion: Charlsa Dearwester Second: John Hobbs Vote: Unanimous

8. Discuss and take action on rental agreement of the TLR, Station #54, Community Room.

Discussion: Noted by Jenny Weinberg, fees for non-profit not listed on Rental Agreement. Suggested changes add fees at discretion of the Board. Non Profit/Fund Raisers/POA no changes.

- ESD delegated oversight to RVFD. The community Center will be open to all
- RVFD can trump anyone that has the Community room booked. This could be for emergency situations, flood, fire weather prep.
- Recommended that TLR Community remove all extra belongings from the Community room. It was notes that the majority of the items had been donated for the use of the Community room. This included Kitchen appliances. Any items not removed can/will be gone through and discarded by the RVFD Board.
- It was suggested that the Small Storage Building could have a long term lease to the TLR Community Center to store their stuff and they would have control over who could use the items stored there.
- Digital Calendar will be maintained for TLR, Station 54, Community Room.
- Anything left in the Community room will then belong to the ESD and will be managed by the RVFD.
- Suggested that Charlsa Dearwater be delegated to go to the Community Room with Committee Members to go through items stored in the room.
- Discuss to change rental agreement to indicate POA and TLR Committee would not have to pay rental fees.
- Requested that a QR code be developed and put on the building. The QR code would go to a link with the Rental agreement on it.
- Lisa McGilberry will monitor rental agreements and assign door codes as needed.

Motion was made to accept the Rental Agreement with the following edits

- Putting in a statement that fees can be waived at the discretion of the RVFD Board.
- Change closing time to 10:00am
- Removing #8 from Requirements for Use as copier has been removed.

Motion: Charlsa Dearwester

Second: John Hobbs

Vote: Unanimous

9. Discuss and take action Discuss and take action to initiate accounts for Amazon Smile and Kroger donation rewards

Discussion: Pass as Brandon Tucker was to discuss

10. Discuss and take action on department regular board meeting dates.

Discussion: The ESD is changing their meeting dates from the 4th to the 3rd Tuesday of the month starting in April 2025. This would require the RVFD Board to change their meeting dates from the 3rd Thursday of the month to the 2nd Thursday of the month.

Motion was made to change the RVFD's monthly Board Meeting to the 2nd Thursday of the month starting 04.10.2025

Motion: Charlsa Dearwester

Second: Lisa McGilberry

Vote: Unanimous

11. Discuss and take action on events and preparations by the Planning Committee.

Discussion: The Riverside Baptist Church has requested to use the RVFD grounds to hold the Easter party on April 19, 2025 from 9:30am to 3:00pm. They would set up on grassy areas and use electrical outlets for hot plates and bouncy house. It was discussed that Eric would let the RBC know that a Certificate of Insure would be required for future use of the area.

Chief Crocker also noted that the RVFD would man the Emergency Office at the Walker County Fair grounds for one night of the Fair.

Motion was made to allow the RBC to hold their Easter party on April 19, 2025 from 9:30am to 3:00pm on the grounds of Station 51, grassy area, include the use of electric

Motion: Charlsa Dearwester

Second: Lisa McGilberry

Vote: Unanimous

12. Discuss and take action on internet and wifi solutions for the stations and apparatuses

Discussion: Chief Crocker has been investigating prices to get Wifi for trucks and possible other stations. He stated that he could not get information (prices) from ATT. Gathering information and prices for phone services and wifi from Starlink. John Hobbs will get with a contact (Adam) to see what phone and WIFI services they are currently using and the costs.

Pass until more information can be provided.

13. Update on Station 52 repairs.

Discussion: Quotes are higher than they originally thought they would be, running from \$60,000 to \$130,000. Chief Crocker is working with the ESD committee that was assigned the task at February ESD meeting.

EXECUTIVE SESSION None

INFORMATION ITEMS

Public Comment- Non Agenda Items - None

Executive Board: Next Agenda Items:

ADJOURN

Motion was made to adjourn.

Motion: Charlsa Dearwester

Second: Lisa McGilberry

Vote: Unanimous

Lisa McGilberry, Executive Board Secretary