



Serving the Community Since 1974

Fritz Ring, President
Kirk McLaughlin, Fire Chief
Fairfield Glade Fire Department
7258 Peavine Road
PO Box 1547
Fairfield Glade, TN 38558
931.484.3801
www.fairfieldgladefire.org

Board of Director's -Minutes of Meeting

February 16, 2026, 2:00 pm.

Fairfield Glade Library. Meeting Room – Fairfield Glade

Fritz Ring, President

Dave Corcoran, Vice President

Kevin Mueller, Treasurer

Mike Grossman, Secretary

Scott Hartema, FGCC Representative Director

Kirk McLaughlin, FGFD Chief

Tom Kress, FGFD Representative Director

Paul Douglas, Director

Richard Hicks, Director

Mission Statement

To protect the lives and property of those within the Fairfield Glade Community from fire, and other emergencies, whether natural or man-made, through fire suppression, emergency care, and public education, and by continuous training.

1. **Call to Order and Pledge of Allegiance**³ – Called to order by Fritz at 2:00 pm.
2. **Roll Call** –
 - 2.1. All Board Members present except Scott Hartema. Quorum established for decision-making.
 - Welcome Guests
3. **Adoption of Agenda**
 - 3.1. Fritz commented that Item 5, Bank Resolution for Officer Signing Authority should be deleted from the agenda as it was a carry-over from last month.
 - 3.2. Motion by Dave, seconded by Kevin to accept the amended agenda. Motion passed unanimous approval.
4. **Formal approval - January 2026 Board of Director Meeting Minutes**¹
 - 4.1. Motion by Rick, seconded by Pidge to accept January Board of Director's Meeting Minutes. Motion passed unanimous approval.
5. **Old Business (Update on Open actions from previous meetings)**

- 5.1. **Credit Card Policy Amendment** - First National update. Re: credit card – Policy changes to card amount approved previously; update not yet executed. First National Bank proved unresponsive regarding debit cards; alternative providers may be considered if ongoing silence persists.

ACTION: Kevin will revisit in next month's meeting if unresolved.

5.2. **Debit Card Consideration**

- Tom Kress and Kevin Mueller met with First National Bank. They sub-out the credit card piece of the business and could not help with the increase of the limit. They gave us an email address to contact. Tom Kress reached out to them twice awaiting response.
- Names on the application date back to 2018 and are no longer involved with the fire department.

5.3. **Chief to develop an EMR Job Description with Bob Arida, the FD EMS Coordinator**

- No progress on EMR job description – **Tabled until next month**

6. **New Business**

6.1. **Review and Approve Chief's 2026 Annual Objectives**

- Motion by Kevin, seconded by Dave to accept. Motion passed unanimous approval.

6.2. **Other New Business - None**

7. **Board Treasurer's Report – Kevin Mueller**

7.1. **Update on 2025 Year-end financials**

- December 2025 financials not complete. Need to resolve one last entry with H&R and then the unrecorded liabilities can be posted.

ACTION: Kevin - HR Block Meeting is to be set first week of March with H&R to resolve.

- January financials cannot be done until December is resolved.

7.2. **Approval of January FGCC bill of \$3329.34 was made by executive committee.**

- Waiting for copy of propane bill in order to pay.

7.3. **FGCC Payment** - FGCC did not pay the fire department's full amount of request which was to include EMR. About \$10k short.

ACTION: Kevin to follow up with Scott to clarify and resolve the gap.

7.4. **Embezzlement report –**

- January received \$1800 – balance due \$53,800
- \$1000 check sent in February
- Close to insurance company reimbursement equilibrium (target of 50K in policy) – close to cash neutral
- Question on what / how to handle repayment to insurance company

ACTION: Kevin and Anne to f/u on procedure for repayment to insurer pending confirmation with Ann Logsdon.

7.5. **Received grant award from Tennessee \$64,192 from to purchase new equipment (PPE, turnout gear, SCBAs, radios, etc.)**

- Grant allows for requests for spending deviation (e.g., \$20,000 initially earmarked for radios may pivot to vehicle-mounted laptops per the Chief).

ACTION: Kevin will work with Ann Logsdon on a Tracking process: photocopies of invoices matched to grant categories/folders for compliance.

7.6. EMR stipend expense reporting

- Emailed Leon to double check that our software can track EMR stipends separate from fire department.

ACTION: Kevin to get with Leon to see if setup yet

7.7. Sponsorship and Fundraising

- Visitor - Don Arbuckle speaking – regarding donations / fund raising and breakdown of where rest comes from.
- Ongoing sponsorship program has netted approximately \$12,000; one or two sponsor renewals pending.
- Board confirmed \$7,000 newsletter expense; revenue impact attributed to multiple fundraising avenues, not exclusively the newsletter.
- Historical fundraising data: Donations pre-newsletter at \$49,000/year; post- newsletter increased but with unclear direct attribution.

ACTION: Kevin to work with Mary Ann the FD Administrator to categorize where the donation comes from and from what purpose / impetus – i.e., newsletter, IRA, etc.

7.8. Review and Approve January Financials

- January financials cannot be done until December is resolved. **Tabled until March Meeting?**

8. Fire Chief's Report – Kirk McLaughlin

8.1. 2026 Year YTD Incident report

- 2025 - 238 calls YTD – dispatch shows 233
- 35% EMR rescues
- 16 calls in January

8.2. EMR update

- Class starts February 17, 2026 – Tuesdays, Thursdays, and Saturdays for 6-weeks, 12 attendees enrolled
- Attendance is strict – no more than one absence allowed.
- Waitlist exists; potential for second class in April or May under review; instructor outreach (Pidge tasked with contact).

ACTION: Pidge to reach out to other instructor to try to arrange a second class – perhaps April / May 2026

8.3. ISO update

- Inspection probably not until April / May
- Focus on maximizing points to preserve ISO Class 4 or improve rating - fire chief and committee proactive in preparing for the inspection.
- Additional tankers and water supply strategies discussed in view of expanded housing and historical main limitations.

- Concerns with road to training facility
 - Need access during inspection and 64-hr fire class
 - General contractor states within 6 weeks access will be ready
 - Parking lot prep work being done now
- Water supply issue: 40 hydrants downgraded; system designed for domestic not firefighting use, stressing community readiness.
 - Water issue worse than six years ago (Previous ISO inspection)
 - 600-700 more houses with same system

8.4. Fire Station update

- Fire station construction progress slow; awaiting permit signoffs.
- 6-week timeline for training facility access, critical for ISO audit and firefighter training task
- Monthly mtg to update

8.5. Wildfire Workshop Update

- Wildfire symposium planned for Wednesday, 25th (date confirmation implied); all board members encouraged to attend.
- Event will include live-streaming and resident Q&A with officers stationed at each table.
- Review of relevant bylaws ongoing to align property modification policies with best practices for fire risk mitigation.

8.6. Grants Applications

- Nancy shared with Chief – grants may take into consideration the amount of profit we make and population / residents we serve. Could may put us on the outside looking in.

ACTION: Nancy and Mike to start looking at EMR grants

8.7. Motion by Rick, seconded by Pidge to accept the Fire Chief's report. Passed unanimously.

9. Report from Standing Committees

9.1. Executive Committee Report – Fritz Ring, Chair

- No recent meeting

9.2. Fund Raising and Outreach Committee Report – Fritz Ring, Chair

- Mtg Friday, February 20, 11:00 at FGRS
- Emphasis on expanding grant pursuits, especially EMR-related opportunities.
- Sponsorship program @ \$12K

9.3. Finance Committee Report – Kevin Mueller, Chair

- No recent meeting

9.4. Strategic Planning Committee – Fritz Ring Chair

- No recent meeting - Next planning meeting targeted for April to align committees and merge strategic priorities. **ACTION: Fritz to set up Strategic Planning meeting.**

9.5. IT Committee – Don Arbuckle, Chair

- Nominate Leon as chair of committee – motion by Kevin, seconded by Pidge. Unanimously passed.

- Operational focus shifting in-house; potential for revised support arrangements pending talks with the Community Club.
- **Invoice for \$1600-1800 third party support -**
 - Under review - Rarely used
 - Leon / own expertise deemed sufficient for routine administration.
 - Ongoing effort to involve Community Club IT for “helpdesk” needs; back-channel discussions underway.
 - Recommend not paying invoice – on-call only
 - Motion by Kirk, seconded by Dave to not sign the agreement with Third Party vendor; use on as-needed basis only. Unanimously approved.
 - **ACTION: Fritz to obtain administrator rights information / access from third party vendor.**

10. Report from Ad-Hoc Committees

10.1. Fire Apparatus and Fire Station Committee updates – See Fire Chief’s report.

- Fire apparatus exploring needs
- Maybe trip to GA to look at new, used, built

11. Public Comment2 - None

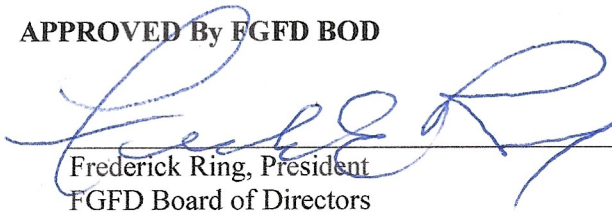
12. Board of Director’s Comments - Fritz thanked the Chief for the Polo shirts.

13. Board of Director’s Next Meeting: **March 16, 2026, at 2:00PM - FG Library**

14. Regular Board Meeting Adjournment

- Motion by Rick, seconded by Pidge to adjourn the meeting. Motion passed unanimously approved at 14:32 pm

APPROVED By EGFD BOD


 Frederick Ring, President
 FGFD Board of Directors

April 20, 2026
 Date

ATTEST


 Mike Grossman, Secretary
 FGFD Board of Director

April 20, 2026
 Date