



Serving the Community Since 1974

Dave Corcoran, 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 – Meeting Minutes

July 20, 2026, 2:00 pm.

Fairfield Glade Library. Meeting Room – Fairfield Glade

Dave Corcoran, President

Richard Hicks, Vice President

Kevin Mueller, Treasurer

Mike Grossman, Secretary

Scott Hartema, FGCC Representative Director

Kirk McLaughlin, FGFD Chief

Tom Kress, FGFD Representative Director

Pidge Douglas, Director

Steve Herron, 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

2. Roll Call and Welcome Guests

2.1. All Board Members Present and Quorum established for decision-making.

3. Adoption of Agenda

3.1. MOTION by Tom Kress, second by Rick Hicks to accept the agenda. Motion passed unanimous approval.

4. Formal approval - May 2026 Board of Director Meeting Minutes

4.1. MOTION – Electronically Passed (June Meeting cancelled due to lack of Quorum).

4.2. MOTION by Chief McLaughlin, second by Pidge Douglas to accept the May Meeting Minutes. Motion passed unanimous approval.

5. Recognition of Fritz Ring

5.1. 3 ½ years of service on the Board,

6. Old Business - (Update on Open actions from previous meetings)

6.1. Follow-up with Parole Officer regarding embezzlement situation.

- Fritz called the parole officer who referred him to another person, Dora Eras who is handling the case. 931-260-1106 – REMAINS OPEN

- Fritz never received call back
- Still owes \$45,600.00 end of June
- Recent article in newspaper regarding Defendant desiring to lower monthly payments
 - Already @ 1-year behind on payments
 - Agreement \$1800 / monthly for eight years
 - We will stay with stipulations of the agreement
- **ACTION – Dave to follow-up with District Attorney’s Office**

6.2. EMR Grant(s)

- **ACTION** - CHIEF to provide Congressman Rose’s point of contact Derek Lane’s information to Mike and Nancy.
- **CLOSED** – Nancy has contact information

6.3. Board Recruitment Advertisement – Request for Approval – Tom Kress

- Three terms expiring – Dave, Rick, and Pidge
- Seeking \$200 approval to run ad in paper in August
- **MOTION** by Kevin Mueller, second by Rick Hicks to approve the advertisement and associated cost. Motion passed unanimous approval.

7. New Business

7.1. Update from Cumberland County Budget Committee - Dave Corcoran

- \$50K asked and approved

8. Board Treasurer’s Report – Kevin Mueller

8.1. Update on 2025 audit

- May completed by auditors

8.2. May Financial Updates

- \$2500 in May from Community Club for EMR expenses
- April – CC forgot appropriated amt and caught up in May
- Memorial Day Pancake Breakfast
 - 1300 attendees
 - \$8000 admissions
 - \$10K donations
 - Net \$15,500
- Income statement line item credit from R&M for insurance incidental
 - 9K credit on accident (@ \$13K payout)
- Asset from vehicle sale 3K
- **MOTION** by Kevin Mueller, second by Pidge Douglas to accept the May Financial Report. Motion passed unanimous approval.
- **June financial update**
 - Waiting on H&R Block to correct

8.3. Embezzlement report

- \$1800 payment received for May – balance 47,400
- Last payment received - June 3, 2026 with balance remaining of \$45,600.

8.4. Regions Bank Update

- Credit cards \$5K credit limit with \$10K deposit for collateral
- Debit card received – get \$500 promotional credit if used 10x
- 90-days wait period to get credit cards – ½ way thru
- Need new executive committee to sign new documents – **ACTION Dave to compose a letter**

8.5. 2027 Operating and Capital Budgets for approval

- **MOTION** by Rick Hicks, second by Chief McLaughlin to accept the 2027 budgets. Motion passed unanimous approval.

8.6. Update on Personnel

- Sally Collins - Business Manager
- Veneta Egan - Administrative Assistant
- Recognition of MaryAnn Pawlak's 8-years of service (Resignation effective July 2, 2026)

8.7. July 4th Pancake Breakfast preliminary figures

- 1577 attendees
- \$12K admissions
- \$8800 donations
- Gross almost \$21K – no net number yet

9. Fire Chief's Report – Kirk McLaughlin

9.1. 2026 Year YTD Incident report

- June - 15 calls for service
- YTD - 103

9.2. EMR update

- Introduction of the EMR Team
- MOU redrafted between police and fire – **ACTION Chief to forward to the Board for review.**
- Bob Arida - EMS coordinator
 - 18 people thru two classes
- Sept 26 – participating in Cumberland County Safety Day 11:00 at fairgrounds

9.3. Recognition of Loni for Pancake Breakfast

9.4. ISO update

- Chief spoke with person who did assessment who stated 4-6 months before receiving report; however no worries on rating change expected (current rating is 4).

9.5. Fire Station update

- Projecting QTR 3 - 2026 completion

9.6. Wildfire Program Update

- Starting home evaluations
- 5 - 6 people trained
- @ 11 firefighters trained in forestry operations – to become certified August

10. Report from Standing Committees

10.1. Executive Committee Report – no meeting

10.2. Fund Raising and Outreach Committee Report

- Pancake Breakfast Update – Loni Monahan
 - Nothing further to add
 - Planned to keep three Pancake Breakfasts for 2027
- Fire Station Open House
 - Considering a date during Fire Prevention Week 2027
- Grant Update - Nancy Sprenger
 - No report
- Consideration for who will be Fund-raising Chair with Fritz's departure
 - Mike Grossman to assume the chair

10.3. Strategic Planning Committee – Dave to assume the Chair

10.4. IT Committee – Don Arbuckle, Chair

- No report

10.5. Vacancies on Standing Committees with Fritz's Departure

- Steve Herron added to Fund-raising committee

11. Report from Ad-Hoc Committees

11.1. Fire Apparatus and Fire Station Committee updates – See Fire Chief's report.

- Apparatus committee met and decided on same apparatus specs from 2-years ago
- 6-7 months build after approval
- Approximate base cost \$580K

12. Public Comment

- 12.1.** Cyd Riede – question regarding appropriating planned donation towards specific / significant purpose
- Treasurer would establish a GL / restricted funds account

13. Board of Director's Comments

14. Board of Director's Next Meeting: August 17, 2026, at 2:00PM - FG Library

15. Regular Board Meeting Adjournment

- 15.1.** MOTION by Steve Herron, second by Rick Hicks to adjourn. Motion passed unanimous approval.

APPROVED By FAIRFIELD GLADE FIRE DEPARTMENT – BOARD OF DIRECTORS



Dave Corcoran, President

FGFD Board of Directors

8/17/26

Date



Michael Grossman, Secretary

FGFD Board of Directors

8/17/26

Date

FOOTNOTES:

¹ Board Meeting Agenda & Minutes are available online at the Fairfield Glade Fire Department website:

www.fairfieldgladefire.org

² Community Comments: Members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board, provided that NO action may be taken on items not on the agenda unless authorized by law. Members asking questions will be asked to provide their full name and address. Public Comments shall be limited to three minutes per person and a total time limit determined by the Board President.

³ Board meetings will be recorded to assist with documenting meeting minutes.

⁴ Address any questions or need for additional information to the Board President or the Fire Chief.