



DEER ACCOUNTING LLC
Serving Putnam County for two generations

210 South Indiana Street
Greencastle, Indiana 46135

Phone: 765-653-6825
Email: tiffany@deeraccounting.com

Minutes of Roachdale Community Fire Protection District
Regular Meeting of Board of Fire Trustees
Held at the Roachdale Fire Station
July 1, 2025

- Phil Fry
- Terry Tippin
- Larry Windmiller
- Tiffany Deer, Sec/Treas
- Gene Hostetter, Attorney
- Mike Poole, Chief
- Greg Asher
- Terry Dean

Phil called the meeting to order.

Tiffany presented the minutes of the April 1, 2025 regular meeting. Larry motioned to approve the minutes, and Terry seconded. Motion carried. Tiffany presented the financial statement as of 6/30/2025. Terry motioned to approve the Financial Statement, and Larry seconded. Motion carried. The bank statements for April - June 2025, and the Claims Register will be signed via DocuSign prior to the October meeting. The Board requested Tiffany purchase a CD for \$100,000 at the highest available rate. Larry motioned to approve the purchase of the CD. Terry seconded and motion carried.

Old Business:

- **Generator Emails** – Emails are still not coming in for the routine maintenance.
- **Replacement of #41** – Packing around the pump will cost approximately \$8,000 to repair. This was purchased used three years ago. Mike will research cost of refurbishing Rescue 44.

New Business:

- **Annual Budget 2026** – Larry motioned to approve the proposed budget for 2026. Terry seconded and motion carried.
- **Internal Controls Policy** – Resolution 2025-3 was distributed, approved and signed.
- **Buckeye** – New representative coming. James Crosby was former rep. Was the quote for one year of service?
- **Turnout Gear** – Requesting two sets of gear (Jeff and Adrian).
- **Tanker** – Gate valve and hotel pack (adapters, strap and nozzle). Terry motioned to approve the purchase of these items, not to exceed \$1,500. Larry seconded and motion carried.
- **Fair Parade** – July 19, 2025 is date department will be at Fair. Parade is July 13, 2025.
- **Open Door Policy** – Terry Tippin motioned to approve the payment of Nup Media for creation of new website, identification of appropriate equipment, installation and training of equipment, and Standard Operating Procedures for website maintenance. Larry seconded and motion carried.

The next Regular Meeting will be Tuesday, October 8, 2025 at 7pm. The meeting was adjourned. *The 2025 meetings will be held on the first Tuesday of every quarter (and December 2025), at 7pm located at the Fire Station.*

Respectfully,

Tiffany Deer

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