



**STONEY POINT FIRE DEPARTMENT INC.
Stations 13 & 19**

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April 18, 2017

SUBJECT: Minutes of the monthly Board of Directors Meeting April 18, 2017

The monthly Board of Directors’ meeting of the Stoney Point Fire Department Inc., was called to order by Chairman Brown and was led in prayer by Secretary Pate at 7:30 PM. The meeting was conducted at Station 19.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry D. Townsend	Vice. Chairman
Gary Turlington	Treasurer
Angus D. Pate	Secretary
Roger F. Hall	Member
Joel A. Siles	Member
Freddy L. Johnson Sr.	Fire Chief

Members Absent:

Jerry R. Hall – Member
Freddy Johnson Jr. – Deputy Chief
Sean Johnson – Asst. Chief

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

N/A

C: READING AND APPROVAL OF THE MINUTES OF THE LAST MEETING:

- Secretary Pate presented the minutes from the February 21, 2017 monthly Board of Directors meeting for review and approval. Chairman Brown called for the approval of the February 21, 2017 Board of Directors meeting minutes. **MOTION** A motion was made by Director Joel Siles to approve the February 21, 2017 Board of Directors minutes as presented by the secretary. The motion was **SECONDED** by Treasurer Gary Turlington and **APPROVED** by all members present. There was no meeting conducted during the month of March 2017, due to key staff and board members expected appearance before the Commission on Fire Accreditation International (CFAI) in Garden Grove, California in our departments re-accreditation bid scheduled for March 21, 2017. The CFAI commission voted to reaccredit our department unanimously.

D: REPORT OF THE FIRE CHIEF:

- General Information:** Chief Johnson Sr., updated the members of the board concerning Assistant Chief Murphy’s recuperation and steady process in his quest to walk again, he asked the members of the board to keep Kevin and his family in our continued thoughts and prayers.



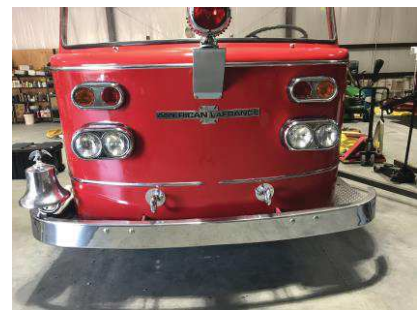
2. **Guests:** None

3. **Personnel:**

1. The Chief stated that we started our second (2nd) recruit class 17-2 with seven (7) new recruits. There were other candidates in the process but due to military deployments and lacking updated back-ground checks were not able to start.
2. The Chief informed the members of the board that we average 5 new applicants monthly that follow through with hopes of volunteering and joining our fire department. Since January 1, 2017 we have added 21 new members, although we received 35 new applications during the same time period. Some are not accepted due to back-ground issues, others realize that the requirements are not manageable and some are only looking for full time employment and stop the process when they realize that we do not hire straight from the outside. Our policy is we hire from within and only hire qualified deserving volunteers. This program has served us well.
3. The Chief stated that expected county budget shortfalls will have a negative impact on our annual budget. This is something we have to monitor closely for the next several months and we may have to re-look our financial liabilities and make adjustments as needed in order to sustain our programs based on budget cuts. He stated we should know more on the issue during our annual meeting in June and we can adjust our liabilities at that time. He stated that he has already notified his staff to reduce vehicle traffic, restrict training etc., in order to save funds that could ultimately affect our personnel program liabilities.

4. **Vehicles:**

1. The Chief stated that our 1960 American La France Fire Truck, which will be numbered Engine 1319 has been painted and is now in the process of reconfiguration. The truck was painted utilizing the Cumberland County School Bus paint booth. The crews responsible for reconfiguration are using old pictures of the truck in order to insure the right parts go in the right place. This process will take a while, whereas work is being completed as time allows. The Chief passed around a picture of the truck with the front end having been completed.



This antique fire apparatus will be a show truck for special occasions, used for funeral and parades only. It will be maintained primarily through our firemen's fund. Since our last meeting we had Phillips towing pick up the 2nd donated 1964 American LaFrance Fire Truck from Safe Air Systems in Randleman, North Carolina. The owner of Safe Air Systems donated the 1964 American LaFrance truck for parts to be used on our 1960 unit. This donated

truck has provided us with critical old parts otherwise not available due to the age of the truck.

2. The Chief stated that the water tank on 1341 has been replaced with a 600 gallon aluminum baffled fuel bladder. Our old tank was a 700 gallon home built tank that didn't last two years. It will go to the junk yard. The truck is back in service.
3. The Chief stated that our new Engine is on track being built by Pierce. He further informed the board that tomorrow Wednesday April 19, he and Assistant Chief Sean Johnson will fly to the Pierce plant in Wisconsin to finalize the Rescue Truck blue prints. Once the blue prints are approved, Pierce will order the necessary parts in order to start production of our rescue truck starting in early September. The truck is tentatively scheduled for completion in November. The Chief is not exactly sure if the truck is still being completed at the Florida plant or not, but hopes to find out during the trip.
4. The Chief stated that we repaired a serious fuel leak on 1932 our 1984 Pierce Dash and replaced four (4) rear tires on Engine 1331 one of our 2004 Pierce Dash front line apparatuses at station 13. We are also experiencing sensor issues with the truck which identify open compartment doors. This is being looked into. Thirteen (13) years of wear and tear as a result of extremely heavy use, sensors are now malfunctioning and need to be replaced. The Chief stated that he expects the same issue to arise sometime in the future on Engine 1332. Both 1331 and 1332 were purchased at the same time in 2004. Engine 1331 is being programmed to be re-numbered to 1931 and moved to Station 19, whereas the new Engine will be numbered 1331.

5. The Chief stated that our maintenance crew has also been working on the Cumberland County Fire Chief's Association (CCFCA) three (3) DECON Trailers. The trailers are fifteen (15) years old now and our equipment such as generators, heaters and washers have never been serviced. This came to our attention after DECON Trailer 1 was flooded during Hurricane Matthew. Since that time our maintenance crews have refurbished two (2) of the three (3) trailers and ordered replacement parts for the damaged trailer. VFIS has provided funds to clean and replace the damaged equipment. He stated that we are keeping up with the work performed on behalf of the association.



6. The Chief stated that 1371 our new 2016 GMC Sierra pick-up is now in service. One of the new I-Pads with the new Freedom Application has been installed into the unit for use in lieu of the standard Mobile Data Terminals. These new I-PADS with the new Freedom Applications are far more user friendly and seem to have better connection. We are still in the field testing mode, but early results from all over the county are good.



7. During the month of March all our generators were serviced by Ezzel Electric out of Dunn, North Carolina. Both of our auxiliary power generators at Station 19 had no issues, however the batteries on the auxiliary power generator here at station 13 required to be replaced after 4 years of service and they also found a fuel leak in a fuel line which was replaced. All generators are now serviced and in service for use.



8. Maintenance, Equipment and Fuel Expenses

FY 2016-2017 Vehicle, Equipment and Fuel Expenditures as of April 18, 2017 (List from Quicken) (Previous two (2) Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 14/15	FY 15/16	FY 16/17
1311	1984 Pierce Dash Engine	5,710.73	3,049.25	1,330.01
1331	2004 Pierce Dash Engine	16,559.54	5,725.94	8,508.23
1332	2004 Pierce Dash Engine	7,629.80	13,909.12	3,533.90
1333	1988 Pierce Dash Engine	Out of Service-Fire	767.14	**48,626.66
1341	1990 AMC General 5 Ton Cargo Brush	14,611.78	2,109.89	427.53
1351	Future Ladder Truck Early 2017	Not Applicable	Not Applicable	0.00
1362	2015 GMC Sierra 2500 HD 4 X 4	Not Applicable	42.80	1,581.63
1371	2002 Silverado 1500 HD 4 X 4	3,227.00	410.90	MVA Totaled
1371	2016 GMC Sierra 1500 4 X 4	Not Applicable	Not Applicable	6,338.92
R-13/1376	1984 International Rescue	1,568.36	19,877.91	4,819.08
1391	Future Command Vehicle 2017	Not Applicable	Not Applicable	0.00
1931	1994 Quality Gladiator Engine (SOLD)	1,575.83	(SOLD) N/A	(SOLD) N/A
1932	1986 Pierce Dash Engine	2,342.53	963.70	5,928.19
1941	1984 AMC 5 Ton Truck	65.14	2,221.80	4,756.15
1960	1960 American LaFrance (Antique)	Not Applicable	8,507.29	2,437.40
1961	1984 Chevrolet ¾ Ton Diesel	Not Applicable	101.34	243.58
1962	2015 GMC Sierra 2500 HD 4 X 4	Not Applicable	3,312.25	26.73
1981	2016 Mobile Air Trailer	Not Applicable	Not Applicable	268.60
Boat 13	19" Rescue One Connector Boat	734.10	247.80	1,007.31
Boat 19	14" Zodiac Inflatable	Not Applicable	0.00	0.00
Trailers	2009 Boat Trailer Double Stack	Not Applicable	0.00	0.00
U-Trailer	Utility Trailer (Small)	Not Applicable	81.38	0.00
Cmd Trl	2006 FEMA Trailer	Not Applicable	0.00	0.00
MISC	RELATED VEH EXPENSES	4,445.07	15,988.55	7,486.19
	Total Vehicle Maintenance	62,284.90	78,151.31	95,248.70
	EQUIPMENT OTHER	11,724.54	13,716.61	13,570.58
	TOTAL VEH/EQUIP EXPENSES	74,009.44	91,867.92	108,819.28
	BUDGETED (\$ 80,000)			
	GASOLINE & FUELS (\$ 40,000)	22,240.55	16,422.24	19,835.02
	FY-BUDGETED TOTAL (120,000)	96,249.99	108,290.16	128,654.30
	Total over / under Budget	-23,750.01	11,709.84	

** 1333 expenses include insurance payment of \$ 38,000 for fire damages to the apparatus.

5. Grounds and Buildings:

1. The Chief stated that Lumbee River Electric Co-op was paid and the required 3 phase power service is scheduled to be ran to our storage building. We are now in the process of





converting the panel or electrical service panels from a single phase service to a 3 phase service panel. All the required parts have been ordered.

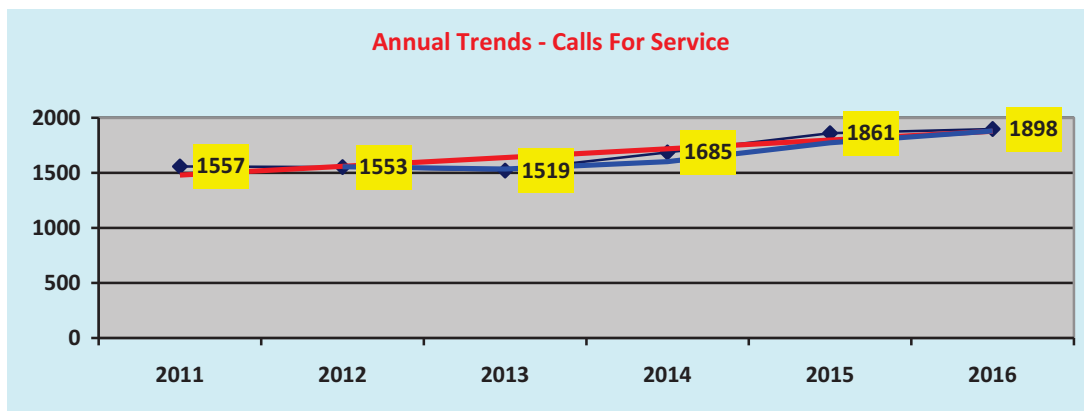
2. The Chief stated that he has not taken any further action on acquiring heat for the storage building. We do have temporary auxiliary heat that is maintaining until such time we have sufficient funds to install permanent heating. With spring here we hope to complete this project before our next winter utilizing TOT funds.
3. We have several spots on our new floor at Station 13 and working with the installer to mitigate the issues. Our floor has a life time warranty and the peeling is covered under the warranty.

5. Fire Conditions:

1. Chief Johnson briefed the members on our current call volume through March 2017.
(See Charts below – Monthly calls by year and annual trend line chart.)

 SPFD INCIDENT RESPONSE DATA 						
MONTH	2012	2013	2014	2015	2016	2017
JANUARY	116	135	158	161	159	161
FEBRUARY	115	135	123	173	136	141
MARCH	110	126	139	142	156	139
APRIL	111	99	144	159	139	
MAY	103	119	145	161	144	
JUNE	138	136	139	169	126	
JULY	135	101	181	152	135	
AUGUST	140	118	130	150	175	
SEPTEMBER	115	97	122	152	169	
OCTOBER	136	124	130	139	198	
NOVEMBER	153	112	131	145	147	
DECEMBER	134	113	143	164	119	
TOTALS	1532	1519	1685	1861	1803	441

** 2016 – 95 Calls for Service were inadvertently omitted & administratively added for a total of 1898 Total Annual Calls



2. The Chief again stated that during the 2016 calendar year our actual incident calls were down about 3% from last year. He also stated that we answered 95 Service calls for the COF for stand-by throughout the year. Although we currently don't enter stand-by calls in the NFIRS's reporting system, we will capture and include the service calls starting this calendar year. With the additional 95 calls added our calls would have increased by 3% over 2016 with total calls at 1898 which is indicated in the chart above.

6. **Training Report:**

1. The Chief stated that training is on-going and he is already making plans and reservations for certain Chief Officers and staff members to attend the Fire Rescue International 2017 (FRI-2017) in Charlotte this year in July. This venue is combined with the North Carolina Firefighters and North Carolina Association of Fire Chiefs annual combined meeting at the same time in Charlotte. We attend FRI each year and attend the IAFC Executive Level Officer training programs. Because the event is held in Charlotte we will have additional officers attend, whereas we are saving on airfare. We will also attend the CPSE awards banquet where our department will be recognized for our re-accreditation efforts. The annual Fire Chief of the Year Dinner and Award will also be conducted during FRI in Charlotte.
2. The Chief informed the board that we had several of our members attend the Fire Service Instructor Course. This is a 64 hour course that prepares qualified fire service instructors as Instructor Level II providing they pass the applicable tests. Our members both passed the school exam, which qualifies them to register and test for the North Carolina Department of Insurance and Office of the State Fire Marshal (OSFM) comprehensive job knowledge test. Those that pass the job knowledge test from that point forward can teach fire service certification courses through the community college.
3. The Chief also stated that we have several of our members enrolled in the on-going Technical Rescuer Certification Courses. These courses are critical to our organization whereas we are a heavy rescue provider and in order to maintain certified technicians attending courses is an on-going process. It is mandatory for our full time employees to obtain certifications in the following rescue programs. (1) Technical Rescuer, (2) Vehicle & Machinery, (3) Rope Rescue, (4) Swift Water Rescue, and (5) Agricultural Rescue. Trench and Confined Space Rescue is provided to us through the City of Fayetteville although we have some of our members that hold the certifications.
4. In order to better coordinate our Self-Contained Breathing Apparatus (SCBA) training props we will move our SCBA Conex Box over to station 19 behind the storage building. All our SCBA training is conducted at Station 19 and the move will facilitate our training program by having the program in one place.



E: REPORT OF THE TREASURER:

1. Treasurer Turlington provided the current fund balance and financial information from all sources.

Current Fund Balances:	As of today is	\$	1,528,202.10	First Citizens
	CD	\$	210,127.52	= 14.5% of Budget.
Total Cash Flow Available		\$	1,738,329.62	Total Available Funds

Fiscal Year 2016 – 2017 Budget Information

Approved County FY 15/16 Budget	998,945.00
County Budget Funding Received YTD \$	923,228.21
County Budget Funding Pending YTD \$	75,716.79

Approved Fayetteville FY 15/16 Budget \$	414,536.80
Fayetteville City Funding Received YTD \$	414,536.80
Fayetteville City Funding Pending YTD \$	0.00

Gates Four Annexation Taxes FY 12/13 owed by COF \$ 12,763.00

Approved Town of Hope Mills Contract FY 15/16 Budget \$	57,714.00
Town of Hope Mills Contract Funding Received YTD \$	3,000.00
Hope Mills Budget Funding Pending YTD \$	54,714.00

Other Income Hope Mills-Old Mutual Aid (\$ 12,000.00 Anl)	\$ 12,000.00
Town of Hope Mills Full Responder Contract Fee =	\$ 45,714.00 based on last year's pay out
Town of Hope Mills 1 time Debt Assumption Payment	\$ 16,451.06-On-Going

Combined County / COF / & Hope Mills Approved FY 16/17 6 Budget	\$ 1,471,195.80
Combined City / HM & County Budget Received YTD - \$	1,340,765.01
Combined City HM & County Budget Pending - \$	130,430.79
Other Income CCFCA - \$	0.00
Other Income /Tax Refund (Sales & Fuel Tax) - \$	55,605.22
Assistance to Firefighters Grant (AFG) Funds - \$	0.00

Total Board Funds YTD received 15/16 to date all Sources \$ 1,396,170.23

1. Vice Chairman Larry Townsend presented the December 2016 and the January 2017 transaction and oversight reports to the membership along with all reports and documentations. A review of the documentation along with a discussion amongst board members followed. Chairman Brown called for a motion to approve or disapprove the financial report. **MOTION:** Director Joel Siles made a motion to approve both the treasurer's report and the oversight reports for December 2016 and January 2017. The motion was **SECONDED** by Director Roger Hall and **APPROVED** by all members present. (See Enclosure # 2 & 3)
2. **Auxiliary Account** - Treasurer Tracie Johnson via e-mail provided the Auxiliary treasurer's fund balance as of today at **\$ 201,910.94**. The Chief stated that he will obtain an itemized list from the auxiliary treasurer for our next meeting. He also



informed the board that several invoices, such as the 3 phase power service previously mentioned in our buildings and grounds report.

3. **Miscellaneous FF Account** - The Chief stated that there is no change to our current fund balance of \$ **5,190.39** with deposits pending.
4. **Relief Fund** – There is no change to the Relief Fund and the current Relief Fund balance with North State Bank remains at \$ **61,642.45**. Relief Fund Treasurer Townsend advised that the 2016 relief fund disbursement was deposited into our relief fund account by the state.
5. **Child Passenger Safety Seat Account** – The current CPSS fund balance with Wells Fargo is \$ **1,350.75**. This fund is exclusively for CPS equipment and is maintained by donations. This account will be moved to BB&T in the near future.

F: REPORT OF COMMITTEES:

- | | | |
|----|---|------------|
| 1. | Policy Committee - | No Report |
| 2. | Building & Grounds Committee - | No Report |
| 3. | Small Tools & Gear Committee - | No Report |
| 1 | Equipment & Vehicle Replacement Committee - | No Report |
| 5. | Budget Committee - | No Report. |

G: OLD BUSINESS:

1. The Chief again updated the members of the board on the CCFCA Freedom Application process. He stated that the association hopes to start the beta testing process using about six (6) departments strategically around the entire county. Departments with high call volumes as well as departments where signal has been an issue in the past are being utilized in order to identify issues before the entire county goes on line.
2. The Chief reminded the board members concerning our up-coming Annual Strategic Planning session scheduled for Saturday April 29, 2017 here at Station 19 starting at 0830 hours with breakfast. All board members are welcome to come out and join us for our 2017 -2022 Strategic Planning session. Once the report is finalized it must be approved by the board, and Chief hopes to have the report ready for the May 2017 meeting but if not it will most certainly be completed in time for our annual meeting in June.
3. The Chief stated that we are still working on our 2016 Annual Report and running slightly behind. We should get the report on line over the next several months.
4. The Chief advised that during the Cumberland County Commissioners meeting yesterday, County Management briefed the commissioners about reactivating the Public Safety Task Force (PSTF) due to issues encountered with another department. Instead of dealing with that department directly the approach is to re-activate the PSTF and address the issue across the board. The county Emergency Services Office is looking to gain more control of the county fire departments and it appears that this is



sanctioned by primary county staff. The Chief stated there are issues that needed to be addressed such as the critically outdated 1989 Cumberland County Fire Contract which caused us issues during our accreditation process. This will be an issue that will be closely monitored. The Chief stated that he asked Assistant County Manager Tracy Jackson if there was a hidden agenda on behalf of the county and Mr. Jackson stated there was not. The Chief stated that there is always room for improvements, but assured the members of the board that our department is doing it right. We follow all the applicable standards, we operate our department in the open and comply with the ten (10) accreditation criteria on everything we do. Maybe the county should require the rest of the departments to meet our standards.

5. The Chief stated that all our old and obsolete records have been destroyed as outlined during the February Board of Directors Meeting and in accordance with our Records Retention and Destruction Policy. Due to Hurricane Matthew some of our records were water damaged but all that met the requirements for destruction were shredded on site through a commercial vendor. Most of our data is also on our automated Records Management System and retained electronically.

H. NEW BUSINESS:

1. The Chief updated the members concerning the Cape Fear Valley's unannounced fire department inspection program. The program has identified some systemic issues and EMS is working on a re-supply program that will assist all our fire departments with critical re-supply of medical equipment that is currently being enumerated by the local fire departments at their expense. This program will allow for a total exchange minus clothes. He will keep us informed on the progress of this program. He stated that last week we had members ride in on an ambulance five (5) times and then were required to send another unit from our department to pick our firefighters up from Cape Fear.
2. The Chief asked Chairman Brown to activate members of the budget committee in order to discuss our long and term outgoing liabilities. This due to a budget shortfall that will be around \$ 100,000.00 dollars. This will require us to take direct action in order to reduce the liabilities. We will also need to re-look our Personnel Benefits Policy whereas we have some very liberal benefits that we cannot sustain. Chairman Brown asked Vice Chairman Townsend and Treasurer Turlington to meet with Chief Johnson and report back to the board by the June annual meeting.
3. Chief Johnson advised the board that Lieutenant Sean Austin's son Damion Austin who is also a firefighter with our department was involved in a serious automobile accident earlier this month. Damion is in critical condition at Chapel Hill but expected to pull through. Please keep Damion and Sean in your continued thoughts and prayers.

I. CLOSED SESSION - WHEN APPLICABLE:

N/A



J: ADJOURNMENT:

Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Director Roger Hall to adjourn. The motion was **SECONDED** by Treasurer Gary Turlington and **APPROVED** by all members present. The meeting adjourned at 2100 hours. **The next Board of Directors meeting is scheduled for Tuesday May 16, 2017 at Station # 13 @ 7:30 PM.**

Respectfully Submitted:

Angus R. Pate
ANGUS R. PATE
Secretary

Cc.

- 1 - Each Board Member
- 1 - Board File / Minutes Book / Web Page
- 1 - Accountant File Copy

3 Enclosures:

1. SPFD Board of Directors Attendance Roster April 18, 2017
2. SPFD Financial Oversight Memorandum – December 2016
3. SPFD Financial Oversight Memorandum – January 2017



2017

BOARD OF DIRECTORS & PRIMARY STAFF

ATTENDANCE ROSTER

##	NAME	JAN (17) Sta. 13	FEB (21) Sta. 19	MAR (21) Sta. 13	APR (18) Sta. 19	MAY (16) Sta. 19	JUN (20) Sta. 19	JUL (18) Sta. 13	AUG (15) Sta. 19	SEP (19) Sta. 13	OCT (17) Sta. 19	NOV (21) Sta. 13	DEC (19) Sta. 19
01	Daniel C. Brown - President(2020)	P	P	N/A	P			N/A	N/A				
02	Larry Townsend V-President (2018)	P	P	N/A	P			N/A	N/A				
03	Angus Pate - Secretary (2020)	P	P	N/A	P			N/A	N/A				
04	Gary Turlington – Treasurer (2018)	P	P	N/A	P			N/A	N/A				
05	Joel Siles – (2018)	P	X-E	N/A	P			N/A	N/A				
06	Jerry Hall – (2018)	P	X-E	N/A	X-E			N/A	N/A				
07	Roger Hall (2020)	P	P	N/A	P			N/A	N/A				
08	Freddy Johnson Sr. - Chief (Annually)	P	P	N/A	P			N/A	N/A				
09	Freddy Johnson Jr. - Deputy Chief	X-E	P	N/A	X-E			N/A	N/A				
10	Sean Johnson – Asst Chief	P	P	N/A	X-E			N/A	N/A				
11	Kevin T. Murphy – Asst. Chief	X-E	X-E	N/A	X-E			N/A	N/A				

P-Present - A-Absent - N/A – No Meeting Conducted A-E – Absent & not required to attend by invitation only. N/A No Meeting-P-T telephonic participation.

- Due to summer vacations Board of Directors meetings are not scheduled for the months of **July** and **August** unless there is a pressing need or emergency.
- The **March 21, 2017** Meeting was canceled during the February 2017 meeting due to the CFAI Commission hearing in San Diego, CA where our Chief Officers and members of the board have to appear.

Enclosure # 1 Board Minutes April 18, 2017