



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

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May 16, 2017

SUBJECT: Minutes of the monthly Board of Directors Meeting May 16, 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
Jerry R. Hall	Member
Roger F. Hall	Member
Jerry R. Hall	Member
Freddy L. Johnson Sr.	Fire Chief
Freddy L. Johnson Jr.	Deputy Chief
Sean C. Johnson	Asst. Chief

Members Absent:

Gary Turlington	- Treasurer
Angus Pate	- Secretary
Joel A. Siles	- Member

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

N/A

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

- Secretary Pate in his absence asked Chief Johnson to present the minutes from the April 18, 2017 monthly Board of Directors meeting for review and approval. Chairman Brown called for the approval of the April 18, 2017 Board of Directors meeting minutes.
MOTION A motion was made by Director Roger Hall to approve the April 18, 2017 Board of Directors minutes as presented. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

- General Information:** Chief Johnson Sr., provided a current apprise concerning Assistant Chief Murphy's and Firefighter Austin's recuperation, and asked the members to continue to keep both in our thoughts and prayers.
- Guests:** Invited by Chairman Brown, board members and fire chiefs from Cotton, Cumberland Road, Grays Creek Station 18 & 24 and Pearce's Mill Fire Departments were present for the monthly board of directors meeting. The purpose of the meeting was to discuss budget, internal audits and current fire service events.



3. Personnel:

1. The Chief stated that our 3rd basic recruit class is scheduled to start on Saturday June 3, 2017 class 17-3 with eleven (11) new recruits.
2. The Chief stated that as earlier discussed our expected county budget shortfalls will have a negative impact on our annual budget. This further compounded due to the fact that our current fiscal year budget is currently about \$ 64,000 dollars short. We will certainly watch this very close and the Chief stated that he will ask about the current shortage at the upcoming June Public Safety Task Force meeting which is attended by County Officials.

4. Vehicles:

1. The Chief stated that our 1960 American La France Fire Truck, which will be numbered Engine 1319 and is in the final stages of completion. He stated that he has put out a county-wide request for some old equipment to mount and place on the truck which will be consistent with a 1960 era's fire truck. The truck still requires lettering and the tire rims are still lime-green and scheduled to be painted in the next week or so. The plan is to have Engine 1319 ready in time for the up-coming Hope Mills 4th of July Parade.
2. The Chief stated provided an update and past around production pictures of our new Pierce Arrow-XT Engine and informed the members that our Deputy Chief along with three (3) additional truck committee members will fly to Appleton Wisconsin on May 23 through 25 in order to complete the final inspection of the truck before it is shipped to North Carolina. The truck will go to Atlantic Emergency Solutions for final preparations before the truck is released to us. We will not place the unit in service until on or about the 1st of August. This will give us plenty of time to get all the required new equipment and we are also planning on showcasing the truck in Charlotte during Fire Rescue International (FRI-2017) during the period August 26 – 29, 2017. FRI generally attracts about 10,000 participants.
3. Chief Johnson stated that Rescue 13 was pulled of line in order to complete some refurbishing, maintenance and other projects. The truck is being worked on in-house by our maintenance crews Captain Stoudt and Engineer Stewart. The 1997 apparatus is now 20 years old and the wear and tear has taken a toll on the truck and some of the equipment. In order to mitigate those issues the truck will out of service until all the work is done. We are also re-organizing our Rescue Truck, whereas the truck will be re-numbered Rescue 19 and housed at Station 19 once the new Rescue 13 Pierce is placed in service towards the end of the year. We are installing string lights in all our compartments, repainting all our compartments, repairing body damage, re-upholstering all passenger drivers' seats and re-installing our Code 3 hydraulic lines in order to re-deploy our code 3 extrication tools. Rescue 19 will also be set up as our primary water rescue unit, while Rescue 13 will be set up as the primary high-angle rescue unit. We are now in the process of acquiring bids for the required missing equipment.
4. The Chief stated that the mirrors damaged on Engine 1331 have been replaced with new mirrors purchased from the Cotton Fire Department for \$ 200.00 each, which resulted in a 50% savings per mirror.



5. Maintenance, Equipment and Fuel Expenses

FY 2016-2017 Vehicle, Equipment and Fuel Expenditures as of May 16, 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	8,514.85
1332	2004 Pierce Dash Engine	7,629.80	13,909.12	6,317.27
1333	1988 Pierce Dash Engine	Out of Service-Fire	767.14	**48,983.80
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	1,629.78
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	7,264.16
1941	1984 AMC 5 Ton Truck	65.14	2,221.80	4,870.27
1960	1960 American LaFrance (Antique)	Not Applicable	8,507.29	2,857.54
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	99,056.64
	EQUIPMENT OTHER	11,724.54	13,716.61	14,728.08
	TOTAL VEH/EQUIP EXPENSES	74,009.44	91,867.92	113,784.72
	BUDGETED (\$ 80,000)			
	GASOLINE & FUELS (\$ 40,000)	22,240.55	16,422.24	19,963.19
	FY-BUDGETED TOTAL (120,000)	96,249.99	108,290.16	133,747.91
	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 utilizing a contractor ran our Phase III power line to the back building. We are waiting on some additional parts to come in that





will convert our electrical panel to accommodate the Phase III power and connect our auxiliary power generator for the building.

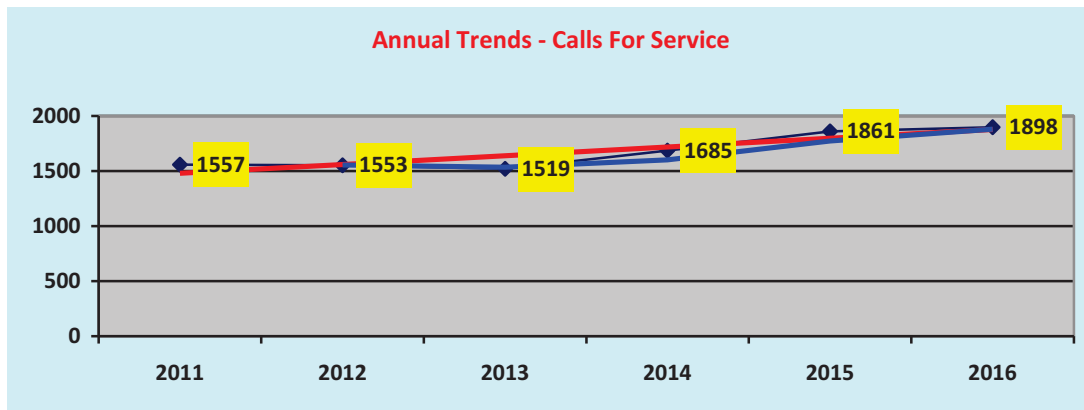
2. The contractor that installed our floor at Station 13 repaired our floor earlier this month and everything seems to holding up. We only have sporadic issues on the black travel portion of the apparatus floor.
3. Our asphalt driveways both here at Station 19 and Station 13 are in need of re-sealing. The Chief will present several quotes during our June meeting in order to move forward with the project over the summer.

5. Fire Conditions:

1. Chief Johnson briefed the members on our current call volume through April 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	163
FEBRUARY	115	135	123	173	136	141
MARCH	110	126	139	142	156	138
APRIL	111	99	144	159	139	134
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	576

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



6. Training Report:

1. Our station training is on-going, with professional development training for our officers coming up during FRI-2017 in July in Charlotte.
2. Division Chief Hanzal was contacted through a contractor concerning the availability of several acquired structures suitable for live burn training. The homes and structure are located of Shaw Road. Coordination is on-going.

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	\$	1,454,099.92	First Citizens
		CD	\$ 210,127.52	= 14.5% of Budget.
	Total Cash Flow Available	\$	1,664,227.44	Total Available Funds

Fiscal Year 2016 – 2017 Budget Information

Approved County FY 15/16 Budget 998,945.00

County Budget Funding Received YTD \$ 936,468.07

County Budget Funding Pending YTD \$ 62,476.93

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 \$ 9,000.00

Hope Mills Budget Funding Pending YTD \$ 48,714.00

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 - \$ 1,360,004.87

Combined City HM & County Budget Pending - \$ 111,190.93

Other Income CCFCA - \$ 0.00

Other Income /Tax Refund (Sales & Fuel Tax) - \$ 55,635.22

Assistance to Firefighters Grant (AFG) Funds - \$ 0.00

Total Board Funds YTD received 15/16 to date ALL SOURCES \$ 1,415,640.09

1. Vice Chairman Larry Townsend presented the February 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 Jerry Hall made a motion to approve both the treasurer's report and the oversight reports for February 2017. The motion was **SECONDED** by Director Roger Hall and **APPROVED** by all members present. (See Enclosure # 2)

2. **Auxiliary Account** - Treasurer Tracie Johnson via e-mail provided the Auxiliary treasurer's fund balance as of today at \$ **197,268.29**.
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. Since our last meeting a new account was set up for the CPS program with BB&T. Lieutenant Jordan Hughes is the primary signer on checks and our Clerk to the Board is second check signer. All checks must have two signatures.

F: REPORT OF COMMITTEES:

- | | | |
|----|---|------------|
| 1. | Policy Committee - | No Report |
| 2. | Building & Grounds Committee - | No Report |
| 3. | Small Tools & Gear Committee - | No Report |
| 4. | Equipment & Vehicle Replacement Committee - | No Report |
| 5. | Budget Committee - | No Report. |

G: OLD BUSINESS:

1. The Chief updated the members of the board that our I-PAD tablets Freedom Application Beta testing is almost complete. We have identified and mitigated all the issues identified. Because tablets are not equipped with a fan, these units tend to run hot if left in direct sun light or a fully closed vehicle. However, if proper prevention is employed we should have minimum issues concerning the heat related problem.
2. The Chief stated that during our annual meeting next month in June, he will provide the members with our recently updated 2017 – 2022 Strategic Plan. The plan must be approved and then submitted to CPSE.
3. The Chief stated that once Assistant Chief Murphy returns to duty the 2016 Annual Report will be a high priority for him to complete. The report is now 2 months overdue.
4. The Chief asked Chairman Brown to activate members of the budget committee in order to discuss our long and term outgoing liabilities. This is



due to a budget shortfall that will be around \$ 100,000.00 dollars. As stated earlier with our FY-2016/17 budget shortfall and the reduction in tax value due to re-evaluation we need to take a look at shifting some of our priorities. With this in mind we need to take a look at our benefits along with the associated liabilities.

H. NEW BUSINESS:

1. The Chief stated that three (3) New Computers All in One HP computers have been installed at Station 13. Salvageable computers will be shifted to both radio rooms. Both of our radio rooms have old and outdated computer systems, whereas the old Microsoft operating system is no longer supported and it is affecting our FH programs, and causes issues with our Firehouse Records Management System which runs on newer version operating systems.
2. The Chief advised the board that with all the trailers and old trucks parked on our facility he is looking at overhead shelters to put out back in the wood line behind Station 19 in order to get our assets out of the direct sun light. We simply just looking to provide some type of cover and nothing fancy. We will park the vehicle on some gravel rock. In order to accommodate our location we will clear a small patch of woods about a 30 X 50 in order to erect the shelter or cover. This will be done utilizing TOT funds in the future.
3. The Chief advised the board members that we issued SPFD personalized Polo Shift Shirts and navy work pants in order to spruce up our overall image. All members that have been issued the new uniforms are required to wear them while on duty. These uniforms are especially suitable for EMS calls, where in the past we required our members to wear turn-out-gear. As part of our cancer prevention program we have discontinued the practice of wearing turn-out-gear to medical calls.
4. The Chief informed the members that this weekend a photographer will be at the station to take official photos. He requested that Board Members come and take a photo in coat and tie. It will only take about 2 minutes. He advised that our new firefighter group photo will be different than any photos taken in the past. The board member photo will be proudly displayed in both of our conference / board rooms. He will have the Clerk to the Board give each of you a courtesy reminder call.
5. The Chief reminded the members that our up-coming meeting in June is our annual meeting. This meeting will be advertised in the Fayetteville Observer both print and on-line version and will also be posted on our marquis out front. The meeting is scheduled for June 20th, here at Station 19 at 7:30 PM. The Clerk to the Board will remind the members of the board via text and e-mail.
6. The Chief also informed the members of the board that due to wear and tear between both stations our stations pressure washer quit. It costs more to repair the unit than it is to purchase a new pressure washer. The same is also true for our two (2) large fans we use in our apparatus floors during the summer time in order to circulate air. Our large capacity fan in our Station 19 Maintenance / Storage building is still operating. During the summer months these large capacity fans run just about 24 X 7 in order to circulate air within our apparatus bays. We will research and see if we can find a heavier duty model that is more suitable to sustained operations.



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 Vice Chairman Larry Townsend and **APPROVED** by all members present. The meeting adjourned at 2140 hours. **The next Board of Directors meeting will be our annual general membership meeting and is scheduled for Tuesday June 20, 2017 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Freddy L. Johnson Sr. — Chief
For ANGUS R. PATE
Secretary

Cc.

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

2 Enclosures:

1. SPFD Board of Directors Attendance Roster April 18, 2017
2. SPFD Financial Oversight Memorandum – February 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	P		N/A	N/A				
02	Larry Townsend V-President (2018)	P	P	N/A	P	P		N/A	N/A				
03	Angus Pate - Secretary (2020)	P	P	N/A	P	X-E		N/A	N/A				
04	Gary Turlington – Treasurer (2018)	P	P	N/A	P	X-E		N/A	N/A				
05	Joel Siles – (2018)	P	X-E	N/A	P	X-E		N/A	N/A				
06	Jerry Hall – (2018)	P	X-E	N/A	X-E	P		N/A	N/A				
07	Roger Hall (2020)	P	P	N/A	P	P		N/A	N/A				
08	Freddy Johnson Sr. - Chief (Annually)	P	P	N/A	P	P		N/A	N/A				
09	Freddy Johnson Jr. - Deputy Chief	X-E	P	N/A	X-E	P		N/A	N/A				
10	Sean Johnson – Asst Chief	P	P	N/A	X-E	P		N/A	N/A				
11	Kevin T. Murphy – Asst. Chief	X-E	X-E	N/A	X-E	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 May 16, 2017