



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

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October 10, 2017

SUBJECT: Minutes of the Monthly Board of Directors Meeting October 10, 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 Chief Johnson Sr. at 7:30 PM. The meeting was conducted at Station 13.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry D. Townsend	Vice. Chairman
Gary Turlington	Treasurer
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:

Angus Pate – Secretary
Joel A. Siles – Member

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

- 1. N/A

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

- 1. Chief Johnson Sr. in the absence of Secretary Pate presented the minutes from the June 20, 2017 annual and monthly Board of Directors meeting for review and approval. Chairman Brown called for the approval of the June 20, 2017 Board of Directors monthly meeting minutes. **MOTION** A motion was made by Treasurer Gary Turlington to approve the June 20, 2017 Annual and Monthly Board of Directors minutes as presented. The motion was **SECONDED** by Vice Chairman Larry Townsend and **APPROVED** by all members present. *There were no meetings conducted during the months of July and August due to our annual and planned summer vacations. The meeting for September was canceled due to surgery and unforeseen sickness that precluded a quorum.*

D: REPORT OF THE FIRE CHIEF:

- 1. **General Information:** Chief Johnson Sr., welcomed the members back from our summer vacation and advised that Secretary Angus Pate is in Rehab for a falling injury, and member Joel Siles is working the polls for the City of Fayetteville council and Mayor's elections primary. There was a discussion on appointing an alternate Secretary to



assist Mr. Pate and after a general discussion it was decided to have Chief Johnson check on Mr. Pate, since we only received this information today when his wife called and informed us that he was currently in re-hab. The Board tabled this action until the next meeting when more information is available. Chairman Brown asked Chief Johnson to take the minutes in Secretary Pate's absence.

He also updated the membership about Chief Murphy's progress and stated that he is doing much better but still has a way to go before he is at 100%. He will continue in a light duty or supervisory capacity only, whereas he is not able to participate in suppression and other direct involved activities.

2. **Guests:** None

3. **Personnel:**

1. The Chief stated that our current membership rolls are full with applications on file. He has been referring new applicants to neighboring departments. He stated that we will run one more recruit class starting in November in order to address applicants that have been waiting to start. Due to the Trail of Terror fund raiser we have delayed the start of the last 2017 recruit class until November.
2. The Chief stated that he has a meeting scheduled with County Manager Amy Cannon and Assistant County Manager Tracy Jackson concerning the budget shortfalls on October 30, 2017 at 3 pm, and he should be able to provide additional information concerning our re-evaluation budget reduction during the next meeting.

4. **Vehicles:**

1. The Chief stated that our 1960 American La France Fire Truck, is completed and in service for parades, firefighter funerals and special public relation events. The truck will be housed at Station 19 and is currently underneath the maintenance building overhang and a tarp to protect the truck has been placed over the truck. The truck is cranked by our maintenance personnel and driven weekly. The truck is scheduled to be on display during the annual Fire Safety day at the Cross Creek Mall on Saturday October 21, 2017 from 11 AM until 4 PM.



2. The Chief stated our new engine 1331 is still being equipped and we are still waiting on our hose to come in from the manufacturer. We have training scheduled for our driver operators later this month. This is a requirement prior to placing the unit in service. With the purchase of the surplus SHP portable radios and those received from the Cumberland County Chief's association we will for the first

time have a portable radio available for every riding position we have. This addresses firefighter safety and meets the applicable National Fire Protection Association (NFPA) Standard. The Chief explained to the board members that the North Carolina State Highway Patrol declared surplus Motorola XTS 5000 portable radios and chargers for \$ 400.00 each. These radios new cost \$ 4750.00 per radio and accessories. The Cumberland County Fire Chief's Association purchase 150 and we picked up an additional 30 in order to address the firefighter safety issue. The radios were programmed in accordance with the Cumberland County Radio Code plug applicable to our geographic Cumberland County location.

- Chief Johnson stated that Rescue 13 has been re-numbered to R-19 and the truck underwent a complete refurbishing. This has been completed and the truck will be moved to Station 19 when the new Rescue 13 is placed in service early next year. This will provide us with direct rescue services at both of our stations. Both rescue trucks will be certified as heavy rescue trucks through the North Carolina Association of Rescue and EMS.



- The Chief stated that Rescue 13 is in final stages of completion and he has been forwarding weekly production pictures to everyone's e-mail. He stated that he along with Assistant Chief S. Johnson and Captain AJ Brown are scheduled to fly out tomorrow to Appleton to conduct the 80% production inspection. They will be at Pierce MFG Wednesday through Friday. The Chief stated that he will take pictures while at the plant and forward the pictures to all the board members.

- The Chief passed around the approved City of Fayetteville resolution, where the City of Fayetteville Council voted to donate the surplus ladder company to Stoney Point. Hopefully, we should be able to retrieve the truck once their new replacement ladder truck is placed in service sometimes in November. The Chief stated that he will send a thank you note to the Mayor Robertson and Councilman Crisp for their direct assistance. He will also thank Chief Majors who supported our effort. Vice Chairman Larry Townsend



inquired about how much it will cost us to place the truck in service. Chief Johnson stated



that he expects us to spend about \$ 20,000 on the ladder truck before we can place it in service. He does not exactly know what we need to purchase until we have the truck in our possession. The truck will be housed at Station 19 unless we need to run it as a COF back-up.

6. The Chief stated that Engine 1332 experienced several major breakdowns. First an electrical issue with the truck surfaced, followed by power issues whereas the turbo charger required repairs. This was followed by the hydraulic generator going out of service during an accident requiring replacement. The truck was out of service for about three (3) weeks waiting on parts, and went back and forth to AES until the generator was finally adjusted correctly.

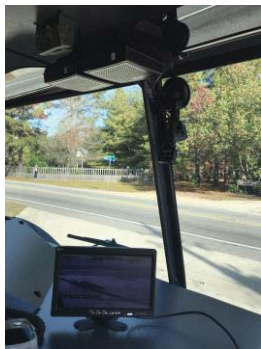


7. Engine 1931 also experienced issues with rear leaf and coil springs. The left side of the truck dropped down by more than 2 inches, requiring replacement of the rear coil springs and tires. The apparatus is back in service and is scheduled to be moved to Station 19 in November when 1331 is placed in service.

8. The Chief advised that over the summer months we had another minor accident with 1371 due to unsupervised backing – The owner of the other vehicle did not file a claim and there was no visible damage to her vehicle. She was good with us reporting to her. This occurred late at night. The driver operator of 1371 received a written reprimand and the new FF in the officer’s seat received a verbal warning only. The rear bumper received damage.



9. The Chief advised that we will be installing camera systems in our new engine that is capable of recording both the highway while the truck is running emergency traffic and at the same time record the interior of the cab. The recording system comes in a secure box and is tamper proof and can only be accessed by authorize key holders. A small seven inch screen is also mounted on the dog house that is split screen capable, showing the camera views. The unit is also capable of downloading the recorded data via a Wi-Fi connection when the truck backs back into our apparatus bay. The Chief advised that we will also install the same camera system in both 1332 and 1931 in order to address safety issues, as well as capture incident data as needed.



10. The Chief stated that during the summer months we experienced a tire blow out on Engine 1333 (1989 Pierce Dash). The blow out caused slight damage to the body of the truck. This was totally unavoidable and the damage has been repaired, but there is still a slight

outward bend over the right rear fender. An accident report was prepared and is in filed in our accident file.

11. Maintenance, Equipment and Fuel Expenses

The Chief explained that since this is our first meeting this fiscal year he has provided two (2) charts for maintenance, equipment and fuel expenses. One (1) to close out the last fiscal year and one (1) to start the new fiscal year. Because we also report on the two (2) previous fiscal years Fiscal Year 2014 – 2015 will be dropped off on the current fiscal years chart.

FY 2016-2017 Vehicle, Equipment and Fuel Expenditures as of June 20, 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	6,217.27
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	1,643.38
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	6,616.79
R-13/1376	1984 International Rescue	1,568.36	19,877.91	3,826.56
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	7,301.45
1941	1984 AMC 5 Ton Truck	65.14	2,221.80	4,870.27
1960	1960 American LaFrance (Antique)	Not Applicable	8,507.29	4,753.97
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	23.75
MISC	RELATED VEH EXPENSES	4,445.07	15,988.55	7,817.04
	Total Vehicle Maintenance	62,284.90	78,151.31	103,846.16
	EQUIPMENT OTHER	11,724.54	13,716.61	16,281.37
	TOTAL VEH/EQUIP EXPENSES	74,009.44	91,867.92	120,127.32
	BUDGETED (\$ 80,000)			
	GASOLINE & FUELS (\$ 40,000)	22,240.55	16,422.24	22,079.38
	FY-BUDGETED TOTAL (120,000)	96,249.99	108,290.16	142,206.70
	Total over / under Budget	-23,750.01	11,709.84	+ 22,206.70

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



FY 2017-2018 Vehicle, Equipment and Fuel Expenditures as of October 10, 2017 (List from Quicken)
 (Previous two (2) Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 15/16	FY 16/17	FY 17/18
1311	1984 Pierce Dash Engine	3,049.25	1,330.01	0.00
1319	1960 American LaFrance (Antique)	8,507.29	4,753.97	80.00
1331	2017 Pierce Arrow-XT	Not Applicable	Not Applicable	2,191.43
1332	2004 Pierce Dash Engine	13,909.12	6,217.27	26,140.61
1333	1988 Pierce Dash Engine	767.14	48,983.80	715.31
1341	1990 AMC General 5 Ton Cargo Brush	2,109.89	427.53	220.72
1351	1996 E-One 75ft Ladder Truck	Not Applicable	Not Applicable	0.00
1362	2015 GMC Sierra 2500 HD 4 X 4	42.80	1,643.38	0.00
1371	2016 GMC Sierra 1500 4 X 4	Not Applicable	6,616.79	0.00
1391	Future Command Vehicle 2018	Not Applicable	Not Applicable	0.00
Rescue 13	2017 Pierce Arrow-XT-Walk In	Not Applicable	Not Applicable	49.07
1931	2004 Pierce Dash Engine	5,725.94	8,514.85	2,261.79
1932	1986 Pierce Dash Engine	963.70	7,301.45	4.54
1941	1984 AMC 5 Ton Truck	2,221.80	4,870.27	0.00
1961	1984 Chevrolet ¾ Ton Diesel-Lift Gate	101.34	243.58	0.00
1962	2015 GMC Sierra 2500 HD 4 X 4	3,312.25	26.73	13.60
1963	2017 – Auxiliary Support Trailer	Not Applicable	Not Applicable	0.00
1981	2016 Mobile Air Trailer	Not Applicable	268.60	0.00
Rescue 19	1984 International Rescue (1376)	19,877.91	3,826.56	2,169.61
Boat 13	19” Rescue One Connector Boat 50 HP	247.80	1,007.31	0.00
Boat 19	14” Zodiac Inflatable 25 HP	0.00	0.00	0.00
Trailers	2009 Boat Trailer Double Stack	0.00	0.00	0.00
U-Trailer	Utility Trailer (Small)	81.38	0.00	0.00
Cmd Trl	2006 FEMA Trailer	0.00	23.75	23.75
MISC	RELATED VEH EXPENSES	15,988.55	7,817.04	3,082.69
	Total Vehicle Maintenance	78,151.31	103,846.16	36,953.12
	EQUIPMENT OTHER	13,716.61	16,281.37	1,093.89
	TOTAL VEH/EQUIP EXPENSES	91,867.92	120,127.32	38,047.01
	BUDGETED (\$ 80,000)			
	GASOLINE & FUELS (\$ 40,000)	16,422.24	22,079.38	5,889.55
	FY-BUDGETED TOTAL (120,000)	108,290.16	142,206.70	43,936.56
	Total over / under Budget	-11,709.84	+ 22,206.70	

5. Grounds and Buildings:

1. The Chief stated that our phase III electrical services recently installed in our maintenance building at Station 19 is up and running. The auxiliary generator is also hooked up but requires a manual switch over. He stated that our SCOTT Air System is also up and





running. The large capacity washer extractor and dryer has not been hooked up, but he needed to run water to the building before we can hook the washer up.

2. The contractor that installed our floor at Station 13 repaired our floor earlier back in June and the floor requires additional repairs. The Chief stated that he will contact Contractor Robbie Stone and inform him of the current condition of the floor.
3. Our asphalt driveways both here at Station 19 and Station 13 are in need of re-sealing. The Chief presented quotes from Diamond Construction one for each department. He stated that we needed to have this completed before the winter months. Board member Jerry Hall will contact Diamond Construction and request that they update their quotes.
4. The Chief informed the board members that we will need to extend our sprinkler system at Station 19, in order to reach all our grass, especially around the maintenance building. He has reached out to American Well and pump to drill a new well behind the maintenance building in order to address our irrigation water needs.

5. Fire Conditions:

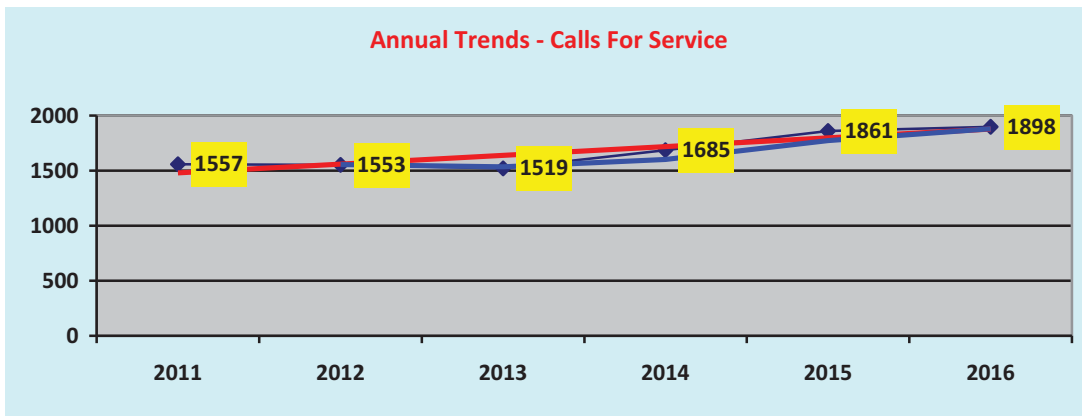
1. Chief Johnson briefed on our current call volume through September 2017.
(See Charts below – Monthly calls by year and annual trend line chart.)

 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	120
JUNE	138	136	139	169	126	100
JULY	135	101	181	152	135	153
AUGUST	140	118	130	150	175	147
SEPTEMBER	115	97	122	152	169	120
OCTOBER	136	124	130	139	198	
NOVEMBER	153	112	131	145	147	
DECEMBER	134	113	143	164	119	
TOTALS	1532	1519	1685	1861	1803	1216

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

The Chief stated that our number of calls are down this year compared to last year at the same period. This is primarily due to the Automatic Vehicle Locator (AVL) system, whereas the Hope Mills Fire Department is receiving all our calls on the lower end of our district.





6. Training Report:

1. During the month of October we have suspended all our direct training due to Trail of Terror support. Firefighters enrolled in certification courses will continue to make their classes.
2. We will also continue our once a month Cardio Pulmonary Resuscitation (CPR) classes on the 3rd Wednesday of the month at Station 19. This class is open not only to our members but also to the general public. There is a small fee associated for members of the public in order to receive their certification card. The fees for our members is picked up by the department. CPR is a mandatory requirement for all our members and it must be maintained.
3. With the anticipation of the new ladder company Chief Murphy is already in the planning stages of coordinating an Aerial Ladder certification course. This class will be mandatory for all our current Driver / Operators before they will be allowed to train on the new ladder company. The training will be set up early next year. The in-house and hands on training will be conducted by Captain Brown, who currently operates ladder companies for the City of Fayetteville.
4. We are also in the final stages of planning and coordinating Active Shooter response training courses that meet the new emergency responder protocols. This training will be combined with all Emergency Services Agencies including Law Enforcement. A joint Cumberland County Committee has been meeting for over a year and are now in the final stages of completion. Assistant Chief Murphy is a Committee member representing not only our department but also the Cumberland County Chiefs Association where he serves as the Standards Committee Chairman.
5. During the remaining months of 2017, November and December our in-house training will be geared towards training benchmark make-up and other critical training make up as needed for our members. Due to the major national holidays Thanksgiving and Christmas we go through this routine annually. All requirements however start back over in January.



E: REPORT OF THE TREASURER:

1. Treasurer Turlington provided the current fund balance and financial information from all sources. He also informed the board members he provided a FY 16-17 close chart below as well as the new FY 17 – 18 chart also listed below.

Current Fund Balances:	As of today is	\$	1,371,650.07	First Citizens
	CD as of Oct 10, 2017	\$	210,390.11	= 14.5% of Budget.
	Total Cash Flow Available	\$	1,582,040.18	Total Available Funds

Fiscal Year 2016 – 2017 Budget Information-FY-Close Out

Approved County FY 15/16 Budget	998,945.00
County Budget Funding Received YTD \$	968,236.53
County Budget Funding Pending YTD \$	30,708.47

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 \$	59,465.29
Hope Mills Budget Funding Pending YTD \$	0.00

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 - \$	1,422,840.46
Combined City HM & County Budget Pending - \$	50,096.93
Other Income CCFCA - \$	0.00
Other Income /Tax Refund (Sales & Fuel Tax) - \$	56,246.305
Assistance to Firefighters Grant (AFG) Funds - \$	0.00

Total Board Funds YTD received 15/16 to date ALL SOURCES \$ 1,498,484.92

Fiscal Year 2017 – 2018 Budget Information-New Chart

Approved County FY 17/18 Budget	954,426.00
County Budget Funding Received YTD \$	61,117.83
County Budget Funding Pending YTD \$	893,308.17

Approved Fayetteville FY 17/18 Budget \$	435,132.25
Fayetteville City Funding Received YTD \$	217,566.13
Fayetteville City Funding Pending YTD \$	217,566.12



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

Approved Town of Hope Mills Contract FY 17/18 Budget \$ 57,714.00

Town of Hope Mills Contract Funding Received YTD \$ 6,000.00

Hope Mills Budget Funding Pending YTD \$ 51,714.00

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 17/18 Budget \$ 1,447,272.25

Combined City / HM & County Budget Received YTD - \$ 284,683.96

Combined City HM & County Budget Pending - \$ 1,116,874.29

Other Income CCFCA - \$ 0.00

Other Income /Tax Refund (Sales & Fuel Tax) - \$ 66,239.11

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

Total Board Funds YTD received 17/18 to date ALL SOURCES \$ 350,923.07

1. Vice Chairman Larry Townsend presented the June and July 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 Roger Hall made a motion to approve both the treasurer's report and the oversight reports for the months of June and July 2017. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. (See Enclosure # 2 & 3)
2. Treasurer Gary Turlington presented the approved Fiscal Year 2017-18 Budget Memorandum from County Manager Amy Cannon dated July 1, 2017 approving our budget at \$ 954,426.00. This is a reduction of \$ 44,519.00 from our 2016-17 approved budget. The reduction is a result of the recent re-evaluation that reduced the value of properties.
3. **Auxiliary Account** - Treasurer Tracie Johnson via e-mail provided the Auxiliary treasurer's fund balance as of today at **\$ 185,259.75**
4. **Miscellaneous Firefighter Account (Ice & Cans)** - The Chief stated that there is no change to our current fund balance of **\$ 4,675.14** with ice deposits pending. The Chief provided a list of expenditures for the FY 16-17 as well as our current fiscal year to date.
 - August 7, 2016 - \$ 400.00 Intl Fellowship for Chaplains Class – Preston / Stoudt Jr.
 - October 13, 2016 - \$ 1,000.00 David Stewart – Hurricane Matthew – Hardship Relief
 - November 12, 2016 - \$ 250.00 Travis Bunce – Station Wedding Gift
 - March 15, 2017 - \$ 366.00 Brandon Hanzal – Reimbursement for Chief Murphy's Handicap Ramp
 - March 18, 2017 - \$ 100.00 The Trophy House – Lee Townsend Appreciation Plaque San Diego CA
 - May 15, 2017 - \$ 222.56 – 1 Year Fayetteville Observer Paper Subscription Service
 - June 20, 2017 - \$ 100.00 – 2017 Special Olympics Support
 - August 18, 2017 - \$ 2,135.00 – Jim O'Sullivan Extra Sta., Board & Auxiliary Pictures for Sta.19
 - August 18, 2017 - \$ 1,500.00 – Mark Gordon – Completed Gold Leaf Graphics for Engine 1319
 - August 19, 2017 - \$ 250.00 – Mike & Jamie Long – Station Wedding Gift
 - October 7, 2017 - \$ 150.00 – Matthew Williams – New Red Firefighters Helmet for EMT Gadbaw
 - October 10, 2017 - \$ 250.00 – Sean Austin - Station Wedding Gift



5. **Relief Fund** – There is no change to the Relief Fund and the current Relief Fund balance with North State Bank remains at \$ **61,734.59** as of September 29, 2017. Our CD is set up on a month to month maturity which is always around the 11th of the month. Vice Chairman Townsend stated that this account also has a check book account and not just the listed CD. He will provide the checkbook fund balance for the relief fund during the next regular scheduled meeting.
6. **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. Our new account with BB&T has a \$ 140 and is pending a transfer of funds from the Wells Fargo account to BB&T.

F: REPORT OF COMMITTEES:

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

G: OLD BUSINESS:

1. The Chief stated that Fire Rescue International (FRI) 2017 in Charlotte was a good Chief Officer professional development opportunity and our new Engine 1331 was displayed on the apparatus floor by Pierce.
2. Chief Johnson Sr. advised the members that the new turn out gear approved months ago arrived and has been assigned over the summer. Our contingency plan calls for us to order 10 sets per fiscal year. We will place another order next month in order to maintain serviceable gear. With the number of calls for service and training the wear and tear factor on our gear is obvious.
6. The Chief advised the board that with all the trailers and old trucks parked on our facility he is looking at overhead shelters (Carport Type) at both stations in order to provide overhead cover from direct sun light, which is damaging our trailer roofs.
7. The Chief advised the board members that we issued SPFD personalized Polo Shift 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 and special events as announced. The uniform items are ordered and issued when a new member successfully completes our training program and is assigned to a shift.
8. The Chief advised the board members that we have purchased two (2) commercial pressure washers one (1) for each station. This was approved during our June 2017 meeting.



9. The Chief advised the members of the board that the Cumberland County Audit departments audit scheduled for June 2017 was canceled by the county and rescheduled for early 2018. Once we receive an exact date he will provide the information to the board members.
10. Members of the Board inquired with Chief Johnson Sr., concerning a past discussion concerning our current budget shortages as they relate to pay and benefits and the sustainability thereof. Chief Johnson stated that with a shortfall of over \$ 100,000.00 over the last two fiscal years, compared to what was approved versus actually paid out by the county we need to take a complete look at our benefits that pose a financial impact. Although there is a great desire to provide benefits, we also have to be able to financially support those benefits. The discussion centered on what is financially manageable considering our current and projected budgets. After a lengthy discussion several changes to our benefits package were identified for immediate changes. In order to be able to sustain our ordinary and sick leave benefits the following changes are recommended.

The following leave benefits will be applied effective immediately.

Employee occupying a permanently established 12/24 hour shift budgeted position shall earn annual leave on a completed month in accordance with following schedule of total service:

- ✓ 01 month through 72 months (6 Years): 5 days/year –
- ✓ 73 months through 144 months (12 Years): 6 days/year –
- ✓ 145 months (12 Years +) and thereafter 9 days/year –
- ✓ 40 Hour salaried employees will receive vacation as approved by the Board of Directors. (1 Employee Clerk to the Board)

Annual leave may be accumulated and will not exceed annual leave totals per calendar year based on the above listed annual totals based on months of service **Employees separating from service, payment for accumulated leave shall not exceed ten (10) days.** On December 31, any employee with more than the maximum allowable accumulated leave for his/her years of service will have the excess leave balance transferred to sick leave, unless approved by the Fire Chief. It will be the individual employee's responsibility to directly address any carry over leave at the end of the year to the next calendar year. **(All accumulated sick leave is capped at 300 hours)**

Our current policy of allowing our employees long term sick leave on behalf of immediate family members will be reduced to three (3) Sick Leave days per employee during any calendar year only.

After a lengthy discussion concerning our budget shortfall and the effects on our operation, while being mindful that starting this calendar year we have an additional \$ 159,000.00 liability in the form of our new truck payments. Currently pay and benefits are our largest liabilities, next to operational costs.

A **MOTION** was introduced by Director Jerry Hall to adopt the before mentioned benefit changes effective immediately. The **MOTION** was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. Chairman Brown directed that the Clerk to the Board make the necessary changes to our pay and benefits policy, and directed the Chief



to work with our employees with their current leave balances and to bring them into compliance with the new directive. The Chief requested that because it is already October and the major national holidays are fast approaching and because we do not allow our full time employees to take regular leave during the holiday period he will work with all the employees to get their annual leave balance within the new guidelines but this will surely go into the next calendar year. This would only apply to regular vacation leave.

H. NEW BUSINESS:

1. The Chief updated the members concerning two (2) voluntary annexation requests, 1 by the City of Fayetteville on King Road and another by the Town of Hope Mills on Rockfish Road near the Food Lion Shopping Center. Appropriate and required debt information forms have been returned. The Hope Mills Annexation was approved by the Town Commissioners, however the COF Annexation appeared to have stopped when the owner of the property changed his mind due to opposition from neighbors. (All requests and replies are in our files.)
2. The Chief updated the membership concerning the Public Safety Task Force (PSTF) and on-going issues with the county contract and funding changes. These meetings will become more critical, whereas the issue of haves and have nots have been introduced based solely on budget or dollar amounts and not services, number of stations, number personnel and associated fleet, facility and personnel management requirements. He will keep us informed. He has directly complained to the Fire Commissioner concerning the makeup of the task force with members that do not have to sign the contract, but provide direct input.
3. Chief Johnson advised the board members that the wife of former charter board member Mr. William Drigger's passed away. We sent flowers and the chief passed around the thank you note from the family.
4. The Chief informed the board members that we are experiencing some peeling issues with our new floor here at Station 13. The floor came with a life time guarantee and the company has been notified to make appropriate repairs.
5. The Chief updated the board members on the current Trail of Terror (TOT) fund raiser and passed around Incident Action Plan (IAP) and provided an overall update. He reminded the board members that last year we lost two weekends due to weather related to Hurricane Matthew. So far this year the weather has been favorable to our cause and the extended outlook for the remaining weekends through October 31 also look favorable.
6. Chief Johnson advised the members that the grandfather of our full time employee and Engineer Mike Long has passed away. We received a thank you note from the Long family. Engineer Long also recently married his long time fiancée Jammie Pierce who is also an auxiliary member. A gift from the ICE fund was given to the newlyweds on behalf of our department.
7. The Chief passed around the new 2017 – 2018 City of Fayetteville Service Contract for review by the members of the board. A copy has been posted to our web-page. The only change within the contract is the service contract fee which increased due to growth.



I: CLOSED SESSION - WHEN APPLICABLE:

1. The board members and Chief Johnson Sr. went in to closed session to discuss a personnel issue and update on the OEMS - EMT investigation outcome concerning a department member.

J: ADJOURNMENT:

Because our next meeting is during the week of our national Thanksgiving Holiday, with members going out of town Chairman Brown moved the meeting to Tuesday November 28, 2017 and instructed Chief Johnson to advertise the meeting change. With no further business Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Vice Chairman Larry Townsend to adjourn. The motion was **SECONDED** by Treasurer Gary Turlington and **APPROVED** by all members present. The meeting adjourned at 2030 hours. **The next Board of Directors meeting will be our annual general membership meeting and is scheduled for Tuesday November 28, 2017 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Freddy L. Johnson Sr.
FREDDY L. JOHNSON SR.
Fire Chief -

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 October 10, 2017
2. SPFD Financial Oversight Memorandum – June 2017
3. SPFD Financial Oversight Memorandum – July 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 (10) Sta. 19	NOV (28) Sta. 19	DEC (19) Sta. 19
01	Daniel C. Brown - President(2020)	P	P	N/A	P	P	P	N/A	N/A	N/A	P		N/A
02	Larry Townsend V-President (2018)	P	P	N/A	P	P	P	N/A	N/A	N/A	P		N/A
03	Angus Pate - Secretary (2020)	P	P	N/A	P	X-E	P	N/A	N/A	N/A	X-E		N/A
04	Gary Turlington – Treasurer (2018)	P	P	N/A	P	X-E	P	N/A	N/A	N/A	P		N/A
05	Joel Siles – (2018)	P	X-E	N/A	P	X-E	P	N/A	N/A	N/A	X-E		N/A
06	Jerry Hall – (2018)	P	X-E	N/A	X-E	P	P	N/A	N/A	N/A	P		N/A
07	Roger Hall (2020)	P	P	N/A	P	P	P	N/A	N/A	N/A	P		N/A
08	Freddy Johnson Sr. - Chief (Annually)	P	P	N/A	P	P	P	N/A	N/A	N/A	P		N/A
09	Freddy Johnson Jr. - Deputy Chief	X-E	P	N/A	X-E	P	P	N/A	N/A	N/A	P		N/A
10	Sean Johnson – Asst Chief	P	P	N/A	X-E	P	P	N/A	N/A	N/A	P		N/A
11	Kevin T. Murphy – Asst. Chief	X-E	X-E	N/A	X-E	X-E		N/A	N/A	N/A	X-E		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.
- The **September 19, 2017** meeting was canceled due to board member sickness and surgeries that precluded a quorum.
- Due to the Christmas Holidays, our annual Christmas dinner on Sunday December 10, 2017, the November 28, 2017 meeting also served as our December meeting.

Enclosure # 1 Board Minutes October 10, 2017

**STONEY POINT
FIRE DEPARTMENT INC.**

Stations 13 & 19
2190 Lake Upchurch Road
Parkton, North Carolina 28371
Phone # (910) 424-0694
Fax # (910) 425-2795
Email: spfd1301@nc.rr.com

Station 13
Mailing & Billing Address
7221 Stoney Point Road
Fayetteville, North Carolina 28306



Daniel C. Brown
President
Larry Townsend
Vice President
James G. Turlington
Treasurer
Angus Pate
Secretary
Jerry Hall
Member
Joel A. Siles
Member
Roger Hall
Member
Freddy L. Johnson Sr.
Fire Chief

Memorandum For: Haigh, Byrd & Lambert, LLP, Certified Public Accountants

Reference: Additional Internal Financial Control & Segregation of Duties

June 2017

In order to establish and maintain enhanced internal controls, including monitoring of ongoing financial and accounting principles of the Stoney Point Fire Department; in addition to the current duties performed by the Clerk of the Board and the Appointed Treasurer, and to comply with the recommendation as outlined in a letter from Haigh, Byrd & Lambert, LLP, Certified Public Accountants, addressed to the Stoney Point Board of Directors addressing segregation of duties, and whereas the Stoney Point Board of Directors appointed Mr. Larry D. Townsend to conduct and perform said duties.

I Director Larry D. Townsend have reviewed and documented the reconciliation for all financial transactions for the month indicated above.

X I have found no discrepancies.

 I have discrepancies as indicated below.


Larry D. Townsend

16 Sept 17
Date

Encl #2

**STONEY POINT
FIRE DEPARTMENT INC.**

Stations 13 & 19
2190 Lake Upchurch Road
Parkton, North Carolina 28371
Phone # (910) 424-0694
Fax # (910) 425-2795
Email: spfd1301@nc.rr.com

Station 13

Mailing & Billing Address
7221 Stoney Point Road
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Member
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Member
Roger Hall
Member
Freddy L. Johnson Sr.
Fire Chief

Memorandum For: Haigh, Byrd & Lambert, LLP, Certified Public Accountants

Reference: Additional Internal Financial Control & Segregation of Duties

July 2017

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Larry D. Townsend

16 Sept 17
Date

EWCL # 3