



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

2190 Lake Upchurch Drive, Parkton, North Carolina 28371

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January 16, 2018

SUBJECT: Minutes of the Monthly Board of Directors Meeting January 16, 2018

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 13.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry D. Townsend	Vice. Chairman
Gary Turlington	Treasurer
Angus Pate	Secretary
Jerry R. Hall	Member
Roger F. Hall	Member
Joel A. Siles	Member

Members Absent:

None

Chief Officers Present:

Freddy L. Johnson Sr.	Fire Chief
Freddy L. Johnson Jr.	Deputy Chief
Sean C. Johnson	Asst. Chief

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

1. N/A

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

1. Secretary Pate presented the minutes from the November 28, 2017 annual and monthly Board of Directors meeting for review and approval. Chairman Brown called for the approval of the November 28, 2017 Board of Directors monthly meeting minutes. **MOTION** A motion was made by Director Roger Hall to approve the November 28, 2017 Monthly Board of Directors minutes as presented. The motion was **SECONDED** by Director Joel Siles and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

1. **General Information.**
2. **Guests:** None



3. **Personnel:**

1. The Chief stated that although our staffing posture is in great condition in both our volunteer and paid staffing categories, we do have one (1) full time position open on “C” Shift that was vacated when Engineer Traci Preston resigned. We have not filled the position because funding from the position was applied to vacation pay out as well as paying part time employees that filled the position and filled in for other vacancies.
2. The Chief stated that we currently have eleven (11) members in our on-going calendar year 2017 recruit class and we have ten (10) new volunteers ready to start our first 2018 recruit class scheduled for Saturday January 20, 2018. Between the two (2) on-going classes it will give us an overage, but with projected losses due to deployments and permanent change of station of our military members, coupled with our recruit training dropout rate we will be able to maintain our 100% staffing posture, with a cushion.
3. The Chief briefed the members of the board concerning an on the job injury that occurred during the snow storm on January 3rd, 2018. FF. Kaplan slipped on ice while attempting to get back to the truck in order to return to the station while out on an emergency call. She injured her shoulder and is currently out on workers compensation leave. FF. Kaplan is a volunteer who fills in and works part time during the month when needed. She was actually working in her part time capacity when the injury occurred. All the pertinent forms have been completed and forwarded to our workers compensation representative.

4. **Vehicles:**

1. During the early part of December Engine 1932’s steering wheel became dislodged during the daily operational check while being pulled out of the station. The apparatus was immediately taken out of service in order to find the cause of this completely out of the ordinary occurrence. Mechanics with Gregory Poole found that the 31 year old truck’s steering box over the years deteriorated to the point where it was completely worn out, thus causing the steering column to lift and shear off the steering wheel. We are currently in the process of finding parts for the truck, in order to repair the steering column. We have a 1984 Pierce Dash parts truck down behind the maintenance building with the parts that we need if new parts are not available. In the meantime the apparatus will remain out of service.
2. The Chief advised that restoration on the donated 1995 E-One Ladder truck is on-going. We are running ahead of schedule, having completed all the body work, with the exception of the turn-table and painting of two (2) cylinders attached to the ladder. We will also paint the waterway once the weather is suitable for outside painting. We have started the lettering and graphics portion of the work, which should be completed within the next week or so. Metz Auto Glass re-installed our sliding windows and the ladder is scheduled to be serviced and tested in the very near future.
3. Assistant Chief Johnson and Division Chief Hanzal, assisted by Engineer Stewart have started the outfitting and mounting of equipment on Rescue 13. This also will take some time. AC Johnson is extremely meticulous with his work in order to complete the job correctly the first time. The rescue truck is scheduled to go to Concord for the North Carolina Association of Fire Chiefs (NCAFC) Mid-winter Conference scheduled for January 31 through February 4th. Atlantic Emergency Services (AES) is responsible for



transporting the truck to and from Concord, as well as the security of the truck while attending the conference.

4. Engine 1332, one of our 2004 Pierce Dash trucks is showing issues with the new generator installed two months ago. The truck is currently at AES for warranty work on the generator in order to eliminate the fluctuation and spiking of generated power.
5. Maintenance, Equipment and Fuel Expenses:

(FY 2017-2018 Vehicle, Equipment and Fuel Expenditures as of January 16, 2018) (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	560.22
1331	2017 Pierce Arrow-XT	Not Applicable	Not Applicable	42,655.55
1332	2004 Pierce Dash Engine	13,909.12	6,217.27	36,203.60
1333	1988 Pierce Dash Engine	767.14	48,983.80	13,938.00
1341	1990 AMC General 5 Ton Cargo Brush	2,109.89	427.53	1,353.33
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	11,097.07
1931	2004 Pierce Dash Engine	5,725.94	8,514.85	25,412.52
1932	1986 Pierce Dash Engine	963.70	7,301.45	152.53
1941	1984 AMC 5 Ton Truck	2,221.80	4,870.27	64704
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	208.07
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	2.75
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	6,299.55
	Total Vehicle Maintenance	78,151.31	103,846.16	95,838.17
	EQUIPMENT OTHER	13,716.61	16,281.37	3,613.99
	TOTAL VEH/EQUIP EXPENSES	91,867.92	120,127.32	140,723.59
	BUDGETED (\$ 80,000)			
	GASOLINE & FUELS (\$ 40,000)	16,422.24	22,079.38	13,277.54
	FY-BUDGETED TOTAL (120,000)	108,290.16	142,206.70	154,001.13
	Total over / under Budget	-11,709.84	+ 22,206.70	+ 34,001.13





5. Grounds and Buildings:

1. Mr. Robbie Stone repaired our apparatus floor prior to our scheduled Christmas Dinner. Since then other peeling has been noticed. We will wait until spring to repair those spots. The Chief stated that in the future we will have to completely redo the floor, if this keeps occurring.
2. The Chief reminded the members of the board that we are still waiting for temperatures above 60° in order to re-seal our asphalt parking lots and driveways. The freezing weather is really having an effect on our driveway and parking lot, especially here at Station 13.
3. The Chief advised the members of the board that we have installed the acquired 32 X 30 carport here at station 13 next to our training tower. The carport will be utilized to provide cover for our pick-ups and trailers. Still pending is the installation of crush and run along with yard timbers to outline the carport.
4. The Chief stated that the irrigation well at station 19 has been drilled and is operational. We will also run water to the maintenance building for hand and equipment washing. The well was **NOT** installed to provide drinking water. Assistant Chief Johnson, in the spring will extend our irrigation system in order for us to grow grass in areas that are abnormally sandy and dry.
5. The Chief stated that our overhead door # 7 at station 19 has been repaired and is operational. Normal wear and tear caused the door to become inoperable. All repairs were completed by Marvin Allen Door Company.
6. The Chief informed the board members that we sustained another at fault door accident here at Station # 13 with door # 6. The Chief stated that he was driving Engine 1332 when he missed several safety steps to insure that the door was completely up. While pulling the Engine out the ladder rack caught the lower door panel, damaging the overhead door along with the wooden door frame. The Chief stated that he was totally responsible for the accident and all damages to both the door, building and ladder rack were paid for by the chief personally, with no financial drain on the fire department. He stated that an accident report was completed by Division Chief Hanzal complete with pictures, statements and a narrative. The Chief will put all the receipts and personal checks used to pay for the parts from Marvin Allen Door Company and a 1 X 6 facial board obtained from Lowes with the accident report. The report will be filed in our accident file, maintained here at Station 13.
7. The Chief reported that we continue to have septic tank issues here at Station 13, requiring frequent pumping. This is caused by heavy use and our 24 X 7 schedule. The chief stated that PWC just sent out notices for surveying crews to come on our property to assess the installation of sewer lines. This is part of the 2004 annexation plan and the last phase of sewer installation, which is still several years out.
8. The Chief informed the board members that we will be constructing a 10 X 12 SCBA room in the far rear corner of the maintenance building and move all our SCBA operations to the maintenance building, where our SCOTT stationary air compressor is located. The work will be completed in-house. This will free up the current SCBA room, which will be turned into another bunk room.

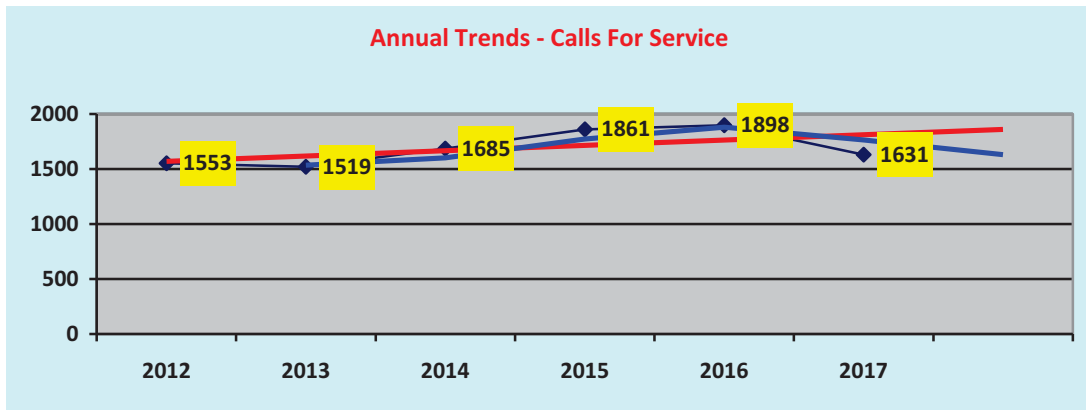


9. **Fire Conditions:**

1. Chief Johnson briefed on our current call volume through December 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	150
NOVEMBER	153	112	131	145	147	127
DECEMBER	134	113	143	164	214	138
TOTALS	1532	1519	1685	1861	1898	1631

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 where the Hope Mills Fire Department is the closest unit. The Chief also stated that more in-depth slides will be prepared outlining response data. This information will also be captured in our 2017 Annual Report.



6. **Training Report:**

1. With the anticipation of the new ladder company Chief Murphy is already in the planning stages of coordinating an Aerial Ladder certification course. We also scheduled an E-One training representative to come in for two (2) days to conduct user and maintenance training for selected personnel. This will be followed up by aerial



certification training for members of our department that currently are not aerial certified.

2. Assistant Chief Murphy is an active participant of the Cumberland County Active Shooter task force, consisting of all emergency service agencies here in Cumberland County. The task force is in the final stages of planning and coordinating a county-wide active shooter response training program to meet emerging active shooter protocols. Several full day instructor classes have already been conducted and were attended by Chiefs Johnson Sr., Murphy, Hanzal and Firefighter Cammuse back in December. Classes are being coordinated for the executive leadership of all emergency service agencies.
3. The Chief stated that during the month of March, for five (5) Saturdays in a row we will participate in Live Fire Training evolutions at the Airport Training Facility (ATF) on Doc Bennett Road. Each duty shift is scheduled for a full day of live fire training evolutions. This training will be coordinated through Fayetteville Technical Community College (FTCC) and is scheduled for eight (8) hours of fire control training. Our auxiliary has been tasked to provide lunches each Saturday for all attending members. The training is mandatory for all members, whereas each member must attend one of the five (5) scheduled training events.
4. The Chief again informed the members concerning the upcoming Mid-Winter Conference Concord – All the chiefs with the exception of Chief Murphy will attend the training. Chief Murphy will be the duty chief here in the district during the MWC time frame January 31 through February 4th, 2018. The conference is being conducted at the Embassy Suites in Concord. The conference provides professional development classes at the Chief Officer Level as well as industry specific information.
5. The Chief briefed the members of the board about the importance of training, and how training incorporates into our accreditation program as well as Insurance Service Office (ISO) training requirements utilized for ratings. Therefore, training is an on-going process here at Stoney Point. We are concurrently running recruit training, driver operator, rescue and firefighter maintenance training on an on-going basis. Assistant Chief Murphy, our training officer, provides an excellent training program and schedule that includes all of our officers and encompasses the full spectrum of firefighter, rescue, hazmat, EMS and Fire Officer training.
6. Before the end of February we will have about eight (8) recruits completing our 240 hour recruit training program. Prior to graduating from our program, each recruit is required to pass a standard written examination with a score of 70 and above, as well as a practical application exercise. During our graduation ceremonies we invite each cadet's family or friends and we present a certificate of completion along with the presentation of a black helmet and firefighter shield. The chief will have the Clerk to the board contact each member with sufficient notice to attend the graduation ceremony here at Station 13.



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	\$	1,577,007.32	First Citizens
	CD as of Oct 10, 2017	\$	210,390.11	= 14.5% of Budget.
Total Cash Flow Available		\$	1,787,397.43	Total Available Funds

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Fiscal Year 2017 – 2018 Budget Information

Approved County FY 17/18 Budget	954,426.00
County Budget Funding Received YTD \$	663,007.91
County Budget Funding Pending YTD \$	291,418.09

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 \$	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 17/18 Budget \$	1,447,272.25
Combined City / HM & County Budget Received YTD - \$	889,574.04
Combined City HM & County Budget Pending - \$	557,698.21
Other Income CCFCA - \$	0.00
Other Income /Tax Refund (Sales & Fuel Tax) - \$	66,622.84
Assistance to Firefighters Grant (AFG) Funds - \$	0.00

Total Board Funds YTD received 17/18 to date ALL SOURCES \$ 956,196.88

1. Vice Chairman Larry Townsend presented the September 2017 transaction and oversight report to the membership along with all reports and documentations. He informed the members that his review revealed no discrepancies. 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 the months of September. 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 **\$ 279,970.83**. The Chief advised that auxiliary



treasurer is in the process of providing a copy of all TOT purchases in order to complete the required inventory and accountability of TOT assets. The chief informed the members that funds from the TOT will be utilized to purchase much needed rescue equipment.

3. **Miscellaneous Firefighter Account (Ice & Cans)** - The Chief stated that there is no change to our current fund balance as of December 31, 2017 consisting of **\$ 4,675.21. We are continually selling small amounts of ice at both stations.** The Chief provided a list of expenditures over the FY 16-17 and current fiscal year to date.
4. **Relief Fund** – Vice Chairman Townsend who serves as treasurer of our Firemen’s Relief Fund advised that we currently have a total of **\$ 79,181.15** in our relief fund account with North State Bank. He stated that \$ 61,735.59 is rolled into a six (6) renewing Certificate of Deposit (CD) while \$ 17,445.56 is in a standard checking account for emergency use. He advised that we will add \$ 8,264.41 to the CD for a total of \$ 70,000.00 and maintain a balance of \$ 9,181.15 in the relief fund checking account.

He inquired with the chief about obtaining information concerning the annual pension fund fees in order to forward the information to the state, whereas we utilized relief funds to encumber annual dues for participating members. He also announced that we assisted one of our members who endured a financial hardship during the Christmas holiday with a onetime \$ 1,000.00 donation, which approved by the NCFCA.

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.

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 informed the members that our 2017 Christmas dinner was another great family occasion with right at 300 members and guests in attendance. NC EM Director Michael Sprayberry was our guest speaker, with House of Representative John Szoka, Cumberland County Fire Commissioner Jimmy Keefe, Commissioner Michael Boose, City Council member Bill Crisp and Fayetteville Fire Chief Ben Majors in attendance. Assistant County Manager Tracy Jackson also attended along with Santa Claus. Immediately after the dinner we recognized our outstanding members for service throughout the year as well as for longevity.
2. The Chief updated the membership concerning the Public Safety Task Force (PSTF). The last meeting was conducted on January 10th, at the Charlie Rose Expo Center and Vice Chairman Townsend attended with Chief Johnson. Chief Johnson stated that a meeting



weather permitting is scheduled for this Thursday January 18, 2017 at 2 pm in the County Managers Office with Fire Commissioner Keefe, Assistant County Manager Jackson, himself in order to further discuss funding options. This meeting was scheduled due to an on-going impasse, and is designed to move the task force forward by providing both an immediate short term as well as long term sustainable funding options that is suitable for the Cumberland County Fire Service.

H. NEW BUSINESS:

1. The Chief recommended that once Rescue 13 is placed in service that we sell Rescue-19 our 1997 International Rescue Truck. We will not be able to sustain two (2) Heavy Rescue / Service Trucks. With the Truck 1351 (Ladder Truck) going into service hopefully by spring the ladder truck will also serve as a service unit. The same is true for Rescue 13, it is also in addition to its Rescue designation considered a service unit. Both Truck 1351 and Rescue 13 will be outfitted with all the required service unit equipment in order to meet ISO standards and points. Furthermore, he wants to sell 1941 (Smokey) our 1987 American General AMC 10 Wheel Drive Brush Truck and retain our 1990 American General AMC 6 wheel drive Brush 1341 for district wide use. With our maintenance budget through the roof this year, along with a lack of apparatus space within our facilities, it would be in our best interest to sell both trucks. The chief is working on a selling price and will present options during the February 2018 board meeting.
2. The Chief informed the members that long time member Captain Donald Stoudt retired effective December 31, 2017. He stated that both a plaque for his 40 years of dedicated and faithful service has been acquired along with a memory mate picture of Captain Stoudt and our membership. Both will be presented to Captain Stoudt in the near future. The Chief explained the circumstances of the sudden retirement to the board.
3. Chief Johnson advised the board members that he retired from the Hoke County Sheriff's Office effective December 31, 2017. This will allow him to spend more time during the day here at the station. He requested to go full time with an annual salary of \$ 30,000.00 without benefits. He stated that the requested salary will be lowest salary paid out, whereas all our full time employees well exceed this amount of compensation. After a general discussion, Chairman Brown called for a motion. Director Jerry Hall introduced a **MOTION** to pay the Fire Chief the requested full time salary consisting of \$ 30,000.00 annually. The motion was **SECONDED** by Director Roger Hall and **APPROVED** unanimously by all members present.
4. The Chief informed the members of the board that he has been approached to consider running for Cumberland County Commissioner during the upcoming election cycle. With the on-going Public Safety Task Force (PSTF) issues, where county staff along with commissioners are entertaining a winner and losers postures, he stated that he was seriously considering the options. He stated that in the terms of life safety there is no room for a losing strategy in public safety. His aim is to place public safety experience on the board and provide a voice for those losers should a losing strategy be adopted.

I: CLOSED SESSION - WHEN APPLICABLE:

1. Chief Johnson briefed the board members concerning the sudden resignation of a long time and dedicated member on November 30, 2017.



J: ADJOURNMENT:

With no further business Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Treasurer Gary Turlington to adjourn. The motion was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. The meeting adjourned at 2050 hours. **The next Board of Directors meeting will be on February 20, 2018 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Angus Pate.
ANGUS 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 January 16, 2018
2. SPFD Financial Oversight Memorandum – September 2017



2018

BOARD OF DIRECTOR'S & 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						N/A	N/A				
02	Larry Townsend V-President (2018)	P						N/A	N/A				
03	Angus Pate - Secretary (2020)	P						N/A	N/A				
04	Gary Turlington – Treasurer (2018)	P						N/A	N/A				
05	Joel Siles – (2018)	P						N/A	N/A				
06	Jerry Hall – (2018)	P						N/A	N/A				
07	Roger Hall (2020)	P						N/A	N/A				
08	Freddy Johnson Sr. - Chief (Annually)	P						N/A	N/A				
09	Freddy Johnson Jr. - Deputy Chief	P						N/A	N/A				
10	Sean Johnson – Asst Chief	P						N/A	N/A				
11	Kevin T. Murphy – Asst. Chief	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.

Enclosure # 1 Board Minutes January 16, 2018

**STONEY POINT
FIRE DEPARTMENT INC.**

Stations 13 & 19
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Parkton, North Carolina 28371
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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

September 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

07 Jan 18
Date