



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

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January 19, 2021

SUBJECT: Minutes of the Monthly Board of Directors' Meeting January 19, 2021

The monthly Board of Directors' meeting of the Stoney Point Fire Department Inc. was called to order by Vice Chairman Townsend and led in prayer by Treasurer Turlington at 7:30 PM. The meeting was conducted at the corporate office Station 13.

A: Roll Call:

| <u>Board Members Present:</u> | | <u>Board Members Absent:</u> | |
|-------------------------------|-----------------------|------------------------------|----------------------------|
| Larry Townsend | Vice Chairman | Daniel C. Brown | Chairman-Excused COVID-19 |
| Gary Turlington | Treasurer | Angus Pate | Secretary-Excused COVID-19 |
| Roger F. Hall | Member/Alt. Secretary | | |
| Jerry Hall | Member | | |
| Joel Siles | Member | | |

| <u>Chief Officers Present:</u> | | <u>Chief Officers Absent:</u> | |
|--------------------------------|------------|-------------------------------|----------------------------|
| Freddy Johnson Sr. | Fire Chief | Freddy Johnson Jr. | Dep. Chief – Inauguration |
| | | Sean Johnson | Asst. Chief – Inauguration |
| | | Kevin Murphy | Asst. Chief-Excused |
| | | Brandon Hanzal | Asst. Chief-Excused |

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

N/A

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

- Assistant Secretary Roger Hall presented the minutes from the November 17, 2020 Board of Directors' meeting minutes for review and approval. Vice Chairman Townsend called for the approval of the November 17, 2020 Monthly Board of Directors meeting Minutes. A **MOTION** was made by Director Jerry Hall to approve the November 17, 2020 Board of Directors minutes as presented. The motion was **SECONDED** by Director Joel Siles and **APPROVED** unanimously. *Due to the statewide COVID-19 restrictions enacted by Governor Cooper coupled with the upcoming Christmas Holidays the December 15, 2020 meeting was canceled in lieu of public safety.* (See Enclosure # 2).



D: REPORT OF THE FIRE CHIEF:

1. **General Information.** - The Chief welcomed the members to our first meeting in the new 2021 calendar year and provided a general overview of on-going COVID precautions as well as the Christmas Holidays.
2. **Guests:** None
3. **Personnel:**
 1. The Chief reported that in December 2020 we lost four (4) of our full-time members. Engineer Cody Thomas and Firefighter Katherine Peterson are joining the Fayetteville Fire Department. While Engineer Brian Gerrity and Lieutenant Joey Gorman joined the Fort Bragg FD.
 2. The Chief advised that we currently have eighty-five (85) active firefighters, plus a support staff of 22 for a total membership of 107. We started our first recruit class 21-01 on Saturday January 7th with 6 new members. This is an on-going process throughout the year, as new members come in and others leave the department for various reasons.
 3. The Chief advised that we hired several new full-time firefighters since the first of the year to fill vacancies created by members accepting jobs with the Fort Bragg, North Carolina Fire Department. Because of a lack of qualified volunteers, we advertised county-wide and hired several new employees meeting our requisites from the outside. He also advised that we placed one (1) of our full-time employees on an extended unpaid medical leave of absence due to an off-duty injury, at the request of the employee.
 - ✓ Captain Matthew Zamora, City of Fayetteville Employee
 - ✓ Engineer Kevin Hagerman, Pearce's Mill Employee
 - ✓ Firefighter Tyler Pridgen, Stoney Point Volunteer
 - ✓ Firefighter Fernando Pando, Stoney Point Volunteer
 - ✓ Firefighter Jose Pomales Jr., Stoney Point Volunteer

E: Apparatus Fleets:

1. The Chief advised that Engine 1911(2006 Pierce Dash) the truck we recently purchased from the Eastover Fire Department has been completely inventoried, re-supplied with all the required equipment to meet NFPA 1910 and ISO rating standard requirements. The apparatus was tested, and refresher Driver Operator training was conducted with all our qualified drivers. The configuration on this apparatus is completely different on this truck versus all our other apparatuses. This Engine Company is a side mount pump panel apparatus with a built-in foam dispensing unit which required training for proficiency in case we need to deploy the on-board foam system. None of our other apparatuses has this foam capability. Training was conducted by Captain Kline. The apparatus was placed in service on January 1, 2021. The Chief also announced that the truck replaces Engine 1932 a 36-year-old truck which is scheduled to be taken out of front-line service, that he will address separately.
2. Engine 1932 (1984 Pierce Dash) will be taken out of Service soon due to 36 years of front-line service. The Chief requested that the board authorize him to donate the truck to the Hoke County Board of Education for use with their High School Fire Academy Classes. The School Board designated a dedicated classroom and training tower for their program which is also used



by the Sandhill's Community College, whereas all certifying classes are sponsored by the Sandhill's Community College. He stated that he served as the Hoke County Fire Marshal for sixteen (16) years until his retirement in 2018. The Chief also advised that a similar donation was made to the Cumberland County Board of Education for the Cumberland County High School Academy program back in November 2019 by the CCFCA. If approved he hopes to coordinate the donation of the apparatus in the next couple of months. He wants to make sure that a suitable building is available to house the truck before the donation is made. After a discussion amongst all members present a **MOTION** was made by Director Jerry Hall to approve the donation and transfer of the truck to the Hoke County Board of Education's High School Fire Academy Program free and clear with no warranties written or implied. The motion was **SECONDED** by Treasurer Gary Turlington and **APPROVED** unanimously by all members present.

3. The Chief stated that the LED Bar light on our 1371 Quick Response Vehicle (QRV) our 2016 GMC 1500 pick-up used for medical calls had the primary circuit board go out for the third time. Engineer David Stewart contacted Wheelan whereas we switched out the circuit board less than a year ago. The company requested us to mail the circuit board back for their engineers to trouble shoot the issue. We do have sufficient auxiliary lighting installed to still meet the 360-degree illumination requirement for emergency calls, therefore the unit is still in service. The Chief stated that the truck, a 2016 model was purchased in late 2015 and is heavily used. The Chief requested that we replace the unit with a new unit and a long bed. The current short bed does not provide sufficient space for all the equipment we need to carry. The truck is still in excellent condition and we could get top dollar on a trade in or straight-out sale. Several of our members have indicated an interest to purchase the truck. With board approval the Chief will have our maintenance staff start removing all our emergency equipment and prepare the truck for sale. After a discussion Vice Chairman Townsend called for a **MOTION** to approve or disapprove the Chief's request. Treasurer Gary Turlington made a **MOTION** to authorize Chief Johnson Sr. to replace the vehicle, with another alike service vehicle meeting our new specifications and utilizing the state contract fleet pricing process. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** unanimously by all members present. The Chief thanked the members for their action. He stated that he will work with Mr. Heath Brown, Area Vice President with FLOW motors.
4. The Chief advised that Ladder 1351 over the last month or so had quite a bit of maintenance work performed at Gregory Poole and H&H Truck Service. He informed the members of the board that during the annual service the truck was found idling rough and the source was the truck's Engine Computer Module (ECM) which required replacing. H&H ordered a new ECM and installed and tuned the truck. The truck was placed back in service on January 1, 2021 at Station 13 and taken back out of service today January 19, 2021 due to excessive rough idling.
5. Air 19 (Previously 1981) was returned to the manufacturer Safe Air Systems in Randleman North Carolina for continuous warranty work associated with the exhaust manifold. The number on the unit was changed from 1981 to Air 19 to use the 80 series number for boat county-wide operations. In the entire county there were only two 80 series air trucks, ours, and Vander's 281. This caused no issues other than calling 1981 – Air 19 and Air 281 Air-2. The Cumberland County Fire Chief's Association (CCFCA) provides all the maintenance costs for the four (4) air units currently participating in a monthly response schedule here in Cumberland County.



6. The Chief advised that all our Apparatuses have been serviced and received their annual DOT Safety Inspection at Gregory Poole. This is an annual requirement which we schedule based on usage and / or time and mileage. Our primary high use apparatuses are scheduled twice a year while some of our low usage apparatuses are only scheduled once annually.
7. The Chief stated that we started work on a Firetruck podium for FTCC back in the summer as time permitted. Engineer Stewart was the primary project engineer with assistance from Engineer Mike Long. The podium came from our old surplus Engine which has now been scrapped. We finally completed the podium about a week ago and in the process of scheduling a delivery with Dr. Larry Keen, President FTCC. The podium is for use at the new Cumberland County Regional Fire & Rescue Training Center being built out on Tom Starling Road in the industrial park. It is scheduled to be opened in July 2022. The podium will be a donation from the Stoney Point Volunteer Fire Department to Fayetteville Technical Community College (FTCC). Funds to build the podium came from our TOT revenues. The chief requested that the board vote on the donation to have an official record. After a short discussion a **MOTION** was made by Director Joel Siles to donate the fire truck podium to Fayetteville Technical Community College as requested by the Fire Chief. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** unanimously by all members present. The Chief thanked the members for their action.
8. The Chief advised that we are still waiting on the new SKID unit for 1341 and hopefully it will arrive prior to our 2021 ground cover season. There was a six-week lead time, but with the Christmas Holidays and COVID-19 we were advised that the possibility of a delay exists. The SKID unit is being manufactured in Canada and transported via truck to Stoney Point. He also stated that we are still waiting on having the new brush truck lettered by Mr. Mark Gordon who has been providing this service. Hopefully, this will be completed before we put the truck in service next month if everything falls into place with the SKID unit.



9. **FY 2020 - 2021** - Vehicle, Equipment and Fuel Expenditures as of January 19, 2021) (List from Quicken) (Previous two (2) Fiscal Years for comparison purposes)

| UNIT # | NOMENCLATURE | FY 18/19 | FY 19/20 | FY 20/21 |
|---------------|--|-----------------|-----------------|-----------------|
| 1319 | 1960 American LaFrance (Antique) | 867.74 | 1,304.03 | 931.75 |
| 1331 | 2017 Pierce Arrow-XT | 1,981.16 | 192.85 | 1,346.33 |
| 1332 | 2004 Pierce Dash Pumper/Tanker | 16,905.64 | 6,543.96 | 1,017.92 |
| 1333 | 1988 Pierce Dash Pumper/Tanker | 4,247.79 | 1,378.93 | 638.67 |
| 1341 | 1990 AMC General 5 Ton Cargo Brush | 2,326.17 | 3,293.82 | Sold 10/01/20 |
| 1941 | 1994 LMTV 5 Ton Truck Brush | Received | Feb 1, 2020 | 100.58 |
| 1351 | 1996 E-One 75ft Aerial Ladder | 35,511.43 | 20,776.50 | 12,492.79 |
| 1362 | 2015 GMC Sierra 2500 HD 4 X 4 | 1,359.47 | 507.60 | 565.25 |
| 1371 | 2016 GMC Sierra 1500 4 X 4 | 564.85 | 544.04 | 114.79 |
| 1391 | 2019 Tahoe Cmd Vehicle (1301) | 0.00 | 0.00 | 6,390.10 |
| R-13 | 2017 Pierce Arrow-XT-Walk In | 29,119.17 | 351.84 | 5,604.26 |
| 1911 | 2006 Pierce Dash Engine | Purchased | Aug 21, 2020 | 917.17 |
| 1931 | 2004 Pierce Dash Pumper/Tanker | 15,219.38 | 18,359.33 | 4,953.75 |
| 1932 | 1986 Pierce Dash Pumper/Tanker | 2,229.22 | 18,808.73 | 3,206.33 |
| 1961 | 1984 Chevrolet ¾ Ton Diesel-Lift Gate | 885.56 | 418.25 | 1,224.63 |
| 1962 | 2015 GMC Sierra 2500 HD 4 X 4 | 567.27 | 0.00 | 110.18 |
| 1963 | 2017 – Auxiliary Support Trailer | 0.00 | 0.00 | 0.00 |
| 1981 | 2016 Mobile Air Trailer | 6.42 | 175.47 | 25.00 |
| Boat 13 | 19” Rescue 1 Connector Boat 50 HP | 318.64 | 0.00 | |
| Boat 19 | 14” Zodiac Inflatable 25 HP | 0.00 | 0.00 | |
| Trailers | 2009 Boat Trailer Double Stack | 0.00 | 89.67 | |
| U-Trailer | Utility Trailer (Small & Large) | 160.83 | 809.63 | 424.03 |
| Cmd Trl | 2006 FEMA Trailer | 0.00 | | |
| MISC | RELATED VEH EXPENSES | 21,157.17 | 6,045.87 | 11,430.07 |
| | Total Vehicle Maintenance | 133,427.91 | 79,600.52 | 51,493.61 |
| | EQUIPMENT OTHER | 22,773.78 | 21,976.74 | 14,803.99 |
| | TOTAL VEH/EQUIP EXPENSES BUDGETED (\$100,000.00) | 156,201.69 | 101,577.26 | 66,297.60 |
| | | | | |
| | GASOLINE & FUELS (\$ 40,000) | 28,400.96 | 25,187.86 | 12,368.05 |
| | FY-BUDGETED TOTAL (140,000) | \$184,602.65 | 126,765.12 | 78,665.60 |
| | Total over / under Budget | + 44,602.65 | \$13,234.88 | |

F: Grounds and Buildings:

1. The Chief stated that regarding our parking lot replacement project here at Station 13, Director Jerry Hall obtained a bid from Barnhill Construction but was still working on the issue. Some site preparation work is needed in terms of removing trees that Mr. Hall will also take care off. Hopefully during our February 2021 meeting we can finalize this project and move forward.



2. The Chief informed the board that he met with PWC officials last week to discuss the project and it was brought to his attention about consolidating our parcel at Station 13, whereas PWC assesses by parcels and we currently show three (3) separate parcels – Issues with the right of way leading to the property purchased from Mr. Blackwood – We are doing a quick claim since this has not been recorded. All issues have been corrected and our property at Station 13 is now broken down into two (2) parcels as directed by this board. The issue was corrected by Larry King Surveying Company with everything recorded.
3. The Chief stated that he and Assistant Chief Hanzal have started the planning process of re-locating the trail to our station 19 property. A path to the property side is in the works leading from behind the CCFCA building to our new property going through the swamp. We will utilize the parts LMTV as our yard truck to assist with hauling equipment's, dirt and other material as needed. Once the land engineer provides us with the best location for the TOT, we will proceed with the clearing process and infra-structure needs.
4. The Chief advised that Carolina Concrete Finishing (CCF) poured the apron for the CCFCA storage building. Captain (Retired) Donald Stoudt utilizing his drone provided some aerial photos of our property. The Chief asked Captain Stoudt to fly our property and take some overhead shots. We will order some additional shop rocks to complete the apron to accommodate the CCFCA fleet space when pulled out of the building.
5. The Chief stated that with our upcoming Re-Accreditation site visit, we will emphasize on painting and general maintenance facility maintenance issues that we have delayed due to other issues. Our entry doors, interior walls, and apparatus bay here at Station 13 all need painting. This is something that may have to wait until spring when the weather is more conducive to painting. We will however have this completed in time for our PEER assessors' site visit scheduled for either November or December of 2021.
6. The Chief advised that late in November our water pump serving Station 19 stopped working after 12 years of use. The well also gave us issues with sand with the filter clogging up about every couple of months. We replaced the strainer and pump with a more efficient powerful pump to address our low-pressure issue. Currently everything is working correctly with no issues.
7. The Chief stated that we switched our LP Gas services from Suburban Propane to Parkers Gas Company due to on-going and continuing price issues with Suburban Propane. The Clerk to the Board is constantly calling Suburban Propane to have their invoice adjusted due to over pricing. This has been going on for years. Parker gas set a 500 Gallon replacement tank at Station 19.



8. Building and Grounds Expenditure Chart as of January 19, 2021

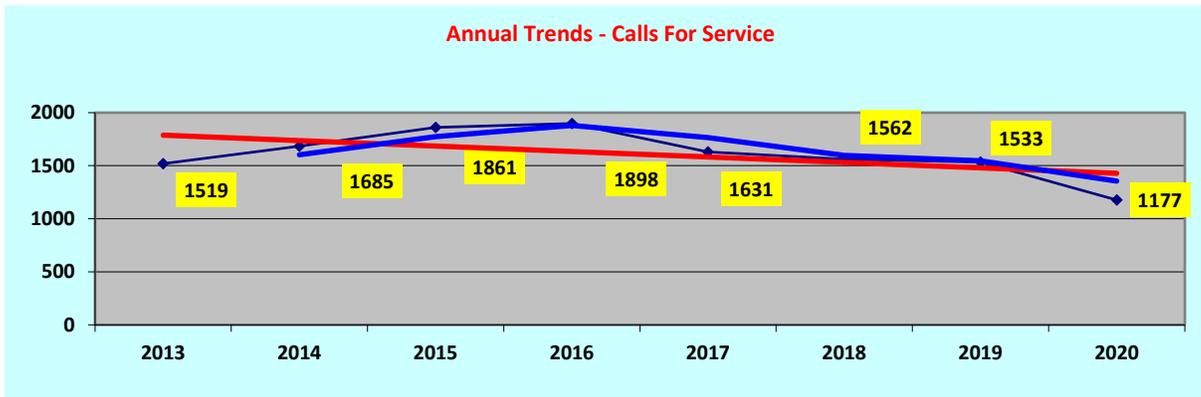
| BUILDING AND GROUNDS EXPENDITURES | FY 19/20 | FY 2021 |
|--|---------------------|------------------|
| Station # 13 – 7221 Stoney Point Road – Building | \$ 3,947.69 | 6,297.81 |
| Station # 13 – 7221 Stoney Point Road – Grounds | \$ 4,870.45 | 1,451.52 |
| Station # 19 – 7221 Stoney Point Road – Building | \$ 2,250.46 | 6,772.97 |
| Station # 19, 2190 Lake Upchurch Road – Grounds | \$ 4,870.45 | 953.98 |
| Consumable Items | \$12,302.73 | 3,577.78 |
| Maintenance Building Other | 107.71 | 0.00 |
| Maintenance Grounds Other | 1,461.76 | 765.43 |
| TOTAL CATEGORY PAY OUT | \$ 29,811.25 | 19,819.49 |

G: Fire Conditions:

1. Chief Johnson stated that due to COVID-19 our incident call volume for 2020 is down almost 24% from the 2019 statistics as a direct result of stopping medical related calls back on April 1, 2020 and then resuming on a limited basis on September 1, 2020. We also changed the number of calls that fire departments respond to, thus resulting in an overall reduction in medical calls for all Cumberland County Fire Districts. The Chief provided a statistical break down of the various types of calls answered during 2020.
2. The Chief advised that since our last meeting in November we had several structure fires with heavy fire showing on arrival. We had tremendous turn out for all our structure related calls, averaging sixteen members during the time not counting our automatic aid personnel. We also met the NFPA 1710 response protocols for these calls.
3. Chief Johnson briefed on our current call volume through December 2020.
(See Charts below – Monthly calls by year and annual trend line chart.)

|  | | | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| MONTH | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
| JANUARY | 158 | 161 | 159 | 163 | 139 | 131 | 146 |
| FEBRUARY | 123 | 173 | 136 | 141 | 113 | 110 | 142 |
| MARCH | 139 | 142 | 156 | 138 | 137 | 120 | 122 |
| APRIL | 144 | 159 | 139 | 134 | 130 | 114 | 072 |
| MAY | 145 | 161 | 144 | 120 | 128 | 128 | 069 |
| JUNE | 139 | 169 | 126 | 100 | 131 | 122 | 059 |
| JULY | 181 | 152 | 135 | 153 | 132 | 113 | 074 |
| AUGUST | 130 | 150 | 175 | 147 | 108 | 129 | 118 |
| SEPTEMBER | 122 | 152 | 169 | 120 | 144 | 143 | 084 |
| OCTOBER | 130 | 139 | 198 | 150 | 137 | 131 | 077 |
| NOVEMBER | 131 | 145 | 147 | 127 | 132 | 140 | 098 |
| DECEMBER | 143 | 164 | 214 | 138 | 131 | 152 | 116 |
| TOTALS | 1685 | 1861 | 1898 | 1631 | 1562 | 1533 | 1177 |





H: Training Report:

1. The Chief advised that we are continuing to monitor and are on track with our 2020 training hours and all our members met the minimum ISO threshold hours back on November 30, 2020.
2. As a result of our most recent policy reviews our training staff made some changes to our Driver Operator Check Ride sheets. These sheets were updated to capture all required driver operator tasks that will be followed by the instructors thus providing a uniform platform for all our Driver Operators. These new forms will go in effect on January 1, 2021. Currently only Assistant Chiefs Murphy and S. Johnson are authorized to sign Driver Operators off for solo apparatus operations.
3. Assistant Chief Murphy, our training officer has already posted our January through April 2021 training schedule for planning purposes. Occasionally due to emergency incidents training evolutions are missed.
4. The Chief stated that as of right now the 2021 North Carolina Association of fire Chiefs Mid-Winter Conference (MWC) has been postponed from the January 27, 2021 start date to May 2021 due to the current COVID-19 restrictions. Hopefully in May the current vaccination program has made a difference and restrictions will be eased and allow for the MWC conference to proceed.
5. The Chief updated the members of the board that the Fire Department Instructor Conference (FDIC) currently scheduled for April 2021 in Indianapolis is still a go. All our members scheduled to go last year, received credit for this year's conference. Assistant Chiefs Johnson, K. Murphy, B. Hanzal, and Captain J. Belcher are scheduled to attend the 2021 conference. Airline tickets were also credited towards this year's conference by Delta Airline.
6. The Chief stated that Assistant Chief Kevin Murphy will be appointed Chairman of the Cumberland County Fire Chiefs Association (CCFCA) Training Standards Committee effective January 2020. Assistant Chief Murphy in that capacity will work with all the fire training officers to better coordinate training and certification classes throughout Cumberland County. One of his top priorities is to ensure that all Chiefs are aware of all available classes throughout Cumberland County and to work with the FTCC fire training coordinator to coordinate required certification and specialized classes.

I: REPORT OF THE TREASURER:

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

| | | | | |
|----------------------------|--------------------------------|----|---------------------|------------------------------|
| Close out Balances: | As of January 19, 2021, | \$ | 1,928,686.86 | First Citizens. |
| | CD as of September 15, 2020 | \$ | 212,682.09 | 15% of Budget. |
| | Total Cash Flow Available | \$ | 2,141,368.95 | Total Available Funds |

Fiscal Year 2020 – 2021 Budget Information

| | |
|--|------------------------|
| Approved County FY 20/21 Budget | \$ 1,131,013.00 |
| County Budget Funding Received YTD | \$ 839,152.19 |
| County Budget Funding Pending YTD | \$ 291,861.00 |
| County Budget Funding Over Approved Amount | \$ 0.00 |

| | |
|---|--------------|
| County Fire District FY 21 Grant Program | \$486,565.00 |
| County Fire District FY 21 Grant Program Received | \$0.00 |
| County Fire District FY 21 Grant Program Pending | \$486,565.00 |

| | |
|--|----------------------|
| Approved Fayetteville FY 19/20 Budget | \$ 507,663.00 |
| Fayetteville City Funding Received YTD | \$ 253,831.50 |
| Fayetteville City Funding Pending YTD | \$ 253,831.50 |

| | |
|---|---------------------|
| Approved Town of Hope Mills Contract FY 19/20 Budget | \$ 78,692.00 |
| Town of HM Contract Funding Received for last FY 19-20 in Nov 2020 | \$ 70,000.00 |
| Town of HM Contract Funding Received for FY 20-21 | \$ 0.00 |

| | |
|---|--------------|
| Town of HM Contract Funding Received FY 20/21 YTD | \$ 0.00 |
| Hope Mills Budget Funding Pending YTD | \$ 74,000.00 |

Town of Hope Mills Full Responder Contract Fee = \$ 70,000.00 based on last year's pay out
 Town of Hope Mills 1-time Debt Assumption Payment \$16,451.06-Outstanding - On-Going since -2014

| | |
|--|-----------------------|
| Combined County / COF / & Hope Mills Approved FY 20/21 Budget | \$1,713,676.00 |
| Combined FY 20/21 COF / HM & County Budget Received YTD - | \$371,266.14 |
| Combined FY 20/21 COF / HM & County Budget Pending - | \$1,342,409.86 |

| | |
|---|--------------|
| Other Income (First Citizen Bank) - | \$353,492.70 |
| Other Income /Tax Refund (Sales & Fuel Tax) - | \$1,573.57 |
| Goods and Property Sold - | \$ 11,500.00 |

Total Board Funds YTD received 20/21 to date ALL SOURCES \$2,016,044.96

1. Treasurer Turlington, and Assistant Treasurer & Vice Chairman Townsend presented the September, October, and November 2020, transaction and profit and loss reports along with all



documentation for board review. Vice Chairman Larry Townsend also presented the oversight reports for the indicated months. He stated that he found one (1) minor discrepancy relating to a timecard issue that was corrected on the spot. He informed the members that both the treasurer and his review revealed no further discrepancies. Due to the number of months reviewed, the board spent considerable amount of time reviewing the transactions, with a question-and-answer period. At the conclusion Vice Chairman Townsend called for a motion to approve or disapprove the financial reports as presented. **MOTION**: Director Joel Siles made a **MOTION** to approve both the treasurer's report and the oversight memorandum reports for the months of September, October, and November 2020. The motion was **SECONDED** by Director Roger Hall and **APPROVED** by all members present. (See Enclosure # 3)

2. Treasurer Turlington presented the Fiscal Year 2019 – 2020 Financial Audits, associated Management Letters, and 2020 Form 990 and Form 8879-EO to the members of the board and stated that Mr. Chris Dixon raised a concern about our Trail of Terror funds in relationship to other business income. He requested to talk with our attorney Neil Yarborough for clarifications. Chief Johnson Sr. stated that both Counselor Yarborough and Mr. Dixon spoke on the phone and everything was acceptable. The recommendation was made to acquire a 501-C3 for our TOT and operate as a separate entity aside from the Fire Department but in full support of fire operations and other community affairs. There were no other issues with the audits. A review of the audit along with a discussion amongst the members of the board followed. At the conclusion of the discussion period, Vice Chairman Townsend called for a motion to approve or disapprove the audit. Director Jerry Hall made a **MOTION** to approve the Fiscal Year 2018-2019 Financial Audit prepared by Haigh, Byrd and Lambert, LLP as presented. The motion was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. (See Enclosure # 4)
3. **Auxiliary Account** - Treasurer Tracie Johnson via text message provided the Auxiliary treasurer's fund balance of \$354,150.36 as of January 19, 2021.
4. **Miscellaneous Firefighter Account** (Ice & Cans) - Our balance as of January 19, 2021 is \$10,341.79 with additional ICE deposits pending.
5. **Firefighter Relief Fund** – Relief fund treasurer Mr. Townsend stated that as of today our current relief fund balance is \$82,377.45 which is in the form of a Certificate of Deposit (CD) which renews every twelve months. We also have a total of \$5,643.91 in our relief fund check book for a total combined fund balance of \$88,021.36 with North State Bank.
6. **Child Passenger Safety Seat Account** – The current CPSS fund balance as of September 15, 2020 with Wells Fargo is (\$1,350.75) and BB&T (\$663.76) with a combined total of \$2014.51.
7. **Station 19 Building Loan** - Vice Chairman Townsend updated the members of the board and stated that our current balance on our Station 19 building loan with First Citizens Bank is \$565,329.09 with 106 monthly payments left.
9. **Pierce Fire Truck Loan – (First Citizens Bank)** – Vice Chairman Townsend reported that as of November 17, 2020 the outstanding loan balance is \$1,029,992.29 The trucks are financed for ten (10) years, with eight (8) years remaining.
10. Chief Johnson Sr. advised that we spend \$30,652.00 on our annual Christmas Volunteer run checks, \$1,125.00 on board checks along with \$2,500.00 for eligible staff Christmas bonuses as



approved for our full-time staff based on longevity and annual performance evaluations. We also spent \$2,550.00 for our recognition awards presented to our Employee of the Year, Auxiliary Member of the Year, Fire Officer of the Year, Firefighter of the Year and Junior Firefighter of the year and members completing 20 plus years of longevity. The checks were presented during our December 17, 2020 COVID members only gathering. The total amount expended was \$36,827.00. Because of the COVID-19 EMS call restrictions we saved a tremendous amount of personnel funds due to the large decrease in call volume during the 2020 calendar year.

J: REPORT OF COMMITTEES:

1. **Policy Committee** - Policy Committee Chairman Deputy Chief Johnson Jr. reported that all Standard Operating Guidelines have been reviewed, reformatted for consistency, and approved by Chief Johnson Sr. Captain Chip Swartz made all the administrative changes on behalf of the Committee. The effective date for our updated policies was January 1, 2021. He also stated that some of our policies will be posted on-line while others will be available through a member's portal only.
2. **Building & Grounds Committee** - The Building and Grounds Committee Chairman Mr. Jerry Hall and members of the Committee met with Landscape Engineer Michael Adams, with Maps Surveying Inc. to discuss our land usage plan for our Station 19 property that will accommodate our Trail of Terror (TOT) fund raiser and training needs. A recommendation to inquire with Attorney Neil Yarborough to separate fire department needs from Trail of Terror needs and set up a separate 501- (C)-3 Organization specifically for the Trail of Terror. This was also recommended by our accountant Mr. Chris Dixon, with Attorney Yarborough initiating the necessary application.
3. **Small Tools & Gear Committee** - Assistant Chief Sean Johnson Committee Chairman via email reported that our small tools and equipment are serviceable and in good order. Several of our Chain Saws and one (1) of our K-12 saws will need replacing during the next fiscal year. He further stated that he ordered Captain Hughes our Logistics Officer to provide him with a list of names for our Fiscal Year 2020-2021 Personal Protective Ensemble gear purchase. This gear purchase will be in line with our annual PPE replacement policy.
4. **Equipment & Vehicle Replacement Committee** - The Equipment and Vehicle Replacement Committee chaired by Assistant Chief Brandon Hanzal met to discuss the donation of Engine 1932 our oldest Pierce Dash built in 1984 to the Hoke County High School Fire Academy. Since the purchase of Engine 1911 (2006 Pierce Dash) from the Eastover Fire Department for the purpose of replacing the 36-year-old Engine, we have no further use for the truck. The truck will be an excellent addition to the High School Academy as well as associated Fire Academy Classes taught in Hoke County. The Chief stated that he met with the City of Raeford Fire Chief who oversees the High School Academy as well as Fire Academy Classes and has a need for the old truck which will be used in support of Firefighter I & II classes. The committee recommends donating the Truck to the Hoke County Board of Education for use with their High School Fire Academy and associated classes. The truck will be donated as is with no Warranties Implied or written. *(Also see Item E Apparatus & Fleet Section)*
5. **Budget Committee** - Budget Committee Chairman Larry Townsend reminded the members of the board that with the upcoming budget sessions there is a certain amount of vagueness surrounding the property tax payments due to COVID-19. Our budget could face a temporary shortfall as some property owners may not be able to pay their property tax liabilities due to unemployment and layoffs associated with COVID-19.
5. **Safety and Health Committee** - The Chief advised that our Safety and Health Committee Chaired by Assistant Chief Brandon Hanzal meets bi-annually and reports that during their last committee meeting in December 2020 resulted in the appointment of Firefighters Joshua Henthorn and Chandler Stewart to oversee our Self-Contained Breathing Apparatus (SCBA) user and maintenance program. The committee also reported that for the first time in the history of the department every fire department



owned apparatus and vehicle is now equipped with a lifesaving Defibrillator including one defibrillator mounted in each of our facilities. They also provided an update on the current COVID-19 pandemic relating to local cases and issues, including the COVID vaccination clinic process that started on December 23, 2020 with two thirds of our members electing to take the shot. They also monitoring our facility sanitizing process and the use of our electrostatic sanitizing mister used Bi-weekly with daily wipe downs.

K: OLD BUSINESS:

1. There has been no further action since we ordered the required appraisal for Station 13 through First Citizens Bank to list the Station 13 property as collateral for our most recent loan. Mr. Dawson our First Citizens Bank representative will call us as soon as everything is ready. He advised up-front there may be an extended delay due to the on-going COVID-19 pandemic.
2. The Chief reminded the members of the board that we sponsored a regional Cumberland County Fire Protection Service District Grant in the amount of \$695,171.97 on behalf of all the rural fire protection districts in early 2020 to replace expiring base and mobile radios. This grant was approved with modification, whereas the CCFCA will induce \$165,000.00 plus the applicable sales tax of \$43,606.97 for a total of \$210,478.54 and combine it with the \$496,565.00 to pay the Motorola liability. The invoice has been paid and the reimbursement has been approved by the county with direct deposit of \$486,565.00 into our Board account.
3. The sixteen (16) sets of Globe turn-out-gear that we ordered back in April has been delivered. There was a delay due to COVID-19 when the factory closed. We will order another ten (10) sets in January to comply with our PPE replacement program. Due to our wear and tear factor, we still have members with gear that needs immediate replacing. We are in the process now of placing our Fiscal Year 2020-2021 order consisting of 13 sets along with additional boots, gloves, and hoods.
4. The Chief again updated the board on the progress of the Federal House Bill – H.R. 8538 to allow certain governmental pension plans to include firefighters, emergency medical technicians and paramedics into the North Carolina State Local Retirement System. The bill is still pending in Congress.
6. With the approach of the end of the calendar year it will be time to renew and certify our North Carolina State Firefighter Association (NCSFA) roster. State benefits are directly tied to the roster and annual dues. The window for recertification opens December 1 through January 15, 2021. The Clerk to the Board is responsible for the completion of our roster annually. This was completed by the Clerk of the Board.

L. NEW BUSINESS:

1. The Chief announced that Pfizer COVID-19 Shots were made available to all fire first responders through both the Health Department and Cape Fear Valley Medical Center. EMS Chief Brian Pearce made all fire first responders' part of his priority along with his EMT's and Paramedics and on December 23, 2020, 66 of our 107 members participated and received their first shot. We had no significant side effects, and our second shot was due on or about January 13, 2021 with no significant side effects.
2. The chief announced that on Thursday December 17, 2020 we conducted a special COVID-19 member only Christmas assembly with strict social distancing guidelines within our Station 13 apparatus bay and presented members selected by the 2020 awards committee with our annual



Christmas awards plaque. Board Member Roger Hall attended this special event. We also presented the annual volunteer run checks to all our members immediately after the formality.

Longevity Recognition Plaques were presented to the following members.

Ten (10) Years Longevity

- Captain John Kline
- Engineer John Carragher
- Firefighter Jimmy Mabe

Twenty (20) Years Longevity

- Assistant Chief Brandon Hanzal

Thirty (30) Years Longevity

- Assistant Chief Sean Johnson

Thirty-Five (35) Years of Longevity

- Deputy Chief Freddy Johnson Jr.

Forty (40) Years of Longevity

- Clerk to the Board Mrs. Clarkie Johnson



Annual Achievement Dedication Awards were presented to the following members.

Auxiliary Member of the Year 2020 -

Employee of the Year 2020 -

Jr. Firefighter of the Year 2020 -

Officer of the Year 2020 -

Firefighter of the Year 2020 -

Mrs. Deborah Aberg

FF. Alan Tayler

JFF. Christa Gwinn

Captain Joseph Belcher Jr.

Lieutenant Jason Sola



3. The Chief advised that we received our ISO letter back on November 30, 2020 announcing our March 1, 2021 rating inspection. We are in the final preparations for the inspection and should be ready with no issues. Deputy Chief Johnson Jr. is the project manager.
4. The Chief requested approval to use CARES Act funding to replace our 24 four-year-old washer extractor and gas dryer here at Station 13. With COVID prevention measures we have simply worn the old units out. A discussion amongst the members followed with Chief Johnson Sr. explaining the daily disinfecting and cleaning measures for the last 9 months has dramatically increased the use of our laundromat appliances. Our old extractor is no longer repairable, and we should replace the old gas dryer at the same time. Both were purchased from Advantage Laundry Systems in 1996. The cost for replacing both with Advantage Laundry Systems is \$8,918.70. Vice Chairman Townsend called for a motion to approve the expenditure from the CARES Act funds. **MOTION** Director Jerry Hall made a **MOTION** to approve \$8,918.70 to replace both the Dexter Extractor and the Dexter Gas Dryer as requested by Chief Johnson Sr. The **MOTION** was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. (See Enclosure # 6)
5. The Chief informed the members that our marquee sign out in front of Station 13 needs some repairs. The white fiberglass sheeting that holds the letters in place is cracked from wear and tear. The sign was installed in 1986 by Parish Sign Company. We have called them to make the necessary repairs. Parish provided a \$1,709.34 quote which includes installation costs and applicable North Carolina sales tax. We will replace the reader boards on both sides and install new vandal covers for our existing double face cabinet. The glass on both sides will also be replaced, whereas it is oxidized from the many years of service. This will come out of our



approved facility maintenance budget. (See Enclosure # 7)

6. The Chief announced that we have completed all our 2020 Annual Volunteer Performance Evaluations and are in the final stages of completing all the staff evaluations by January 27, 2021. Evaluations will be filed in our members' official personnel file.
7. The Chief advised that both he and the Deputy Fire Chief submitted their Chief Fire Officer (CFO) renewal applications to the Center for Public Safety Excellence (CPSE) earlier this month. CFO is a professional designation, and this would be our 4th re-certification since our initial certification in 2009. To re-certify the application must include continuing self-improvement documentation for the previous three (3) years. Certification is good for a three (3) year period.
8. The Chief advised that with several of our full-time firefighters accepting employment with the Fort Bragg Fire Department, we hired several of our volunteers and now are paying them to attend the daytime fire academy in Robeson County. Both Firefighters Tyler Pridgen and Fernando Pando signed a Firefighter Repayment of Training Cost Agreement. The agreement was drafted by our Attorney Neil Yarborough. The agreement also requires both to work for our VFD for a period of two (2) years after completing the training. The Chief also briefed the members of the board about a similar agreement that was placed into effect on a gentleman's agreement with both Firefighters Aram Hinz and Jarod Terry. The agreement with both was coordinated with Assistant Chief Hanzal and verified and approved by Chief Johnson Sr. The Chief also discussed this with our attorney since Firefighter Terry approached him about leaving and joining the COF. We spent right at \$9000.00 in salary while Terry attended the COF Fire Academy, and should Terry decide to leave we will pursue recoupment through legal channels.
9. The Chief advised that he submitted our first SAFER grant reimbursement request for the period January 16, 2020 through January 15, 2021. This request covers 75% of the salary and benefits for the six (6) full time SAFER positions. SAFER will continue to cover 75% for the next twelve (12) months and during year number 3 the percentage will be reduced to 25% with us making up the 75% and starting in year number 4 we pick up full coverage. There is no obligation to retain any of the hired SAFER positions at the conclusion of the grant period. It is our intention however to retain all positions.
10. Members of the board discussed the property located in between our two (2) station 19 properties. The Cumberland County Tax Records show the property being owned by Quennatta Smith and Carolyn Kelly with a total listed tax value of \$23,600. The board directed Chief Johnson to see if Ms. Carolyn would consider selling the property to the Fire Department and she would receive lifetime rights to the property as is. This would allow her to use the funds now. The Chief stated that he would talk with Ms. Carolyn between now and our next Board Meeting in February and ask her.

M: CLOSED SESSION - WHEN APPLICABLE:

N/A

N: ACCIDENT/MISHAP TRACKING:

This section was created to track injuries, accidents and mishaps involving department owned



vehicles, apparatuses, equipment, and real property. The chart below represents accident tracking data for the current Fiscal Year. A complete accident report prepared by the department safety officer is available and on file for each trackable item. The chart will be updated monthly for board review.

| Fiscal Year 2018-2019-2020-2021 Reportable Accidents | | | |
|---|----------------------|---------------------|-------------------------|
| TYPE OF ACCIDENT | EMPLOYEE | COSTS | REMARKS |
| Broke Scene Light 1351 during cab raise | Lt. Fitzpatrick | 1,500.00 | Repaired in House |
| MVA-1331 Hit Passenger Car | Lt. Austin - Driver | 15,000.00 | Other Driver at fault |
| MCT Damaged Fell Off | FF. Long/Dubois | 5,000.00 | Disciplinary Action |
| Total for Fiscal Year | 2018 = | \$ 21,500.00 | |
| Medic Unit Backed into Door @ 13 | Outside Agency | 3,800.00 | CFVEMS Ins Claims |
| MVA-1351 Hit by Medic Unit | Lt. Austin - OIC | 12,947.30 | CFVEMS Ins Claims |
| Total for Fiscal Year | 2019 = | \$16,747.30 | |
| Total for Fiscal Year | 2020= | \$0.00 | No Reportable Accidents |
| | Overall Total | \$38,247.30 | |

There has been no reportable accident since March 15, 2019. Safety is continually being stressed by our entire chain of command on an on-going basis.

O: ADJOURNMENT:

Vice Chairman Townsend, with no further business entertained a motion to adjourn; A **MOTION** was made by Treasurer Gary Turlington to adjourn. The motion was **SECONDED** by Director Roger Hall and **APPROVED** by all members present. The meeting adjourned at 2045 hours. **The next Board of Directors meeting will be February 16, 2021 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Roger F. Hall
 ROGER F. HALL
 Assistant Secretary

Cc.

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

7 Enclosures:

1. SPFD Board of Directors Attendance Roster January 19, 2021
2. SPFD Board of Directors monthly meeting cancellation December 15, 2020
3. Board Approval Financial Oversight Memorandums September, October, & November 2020.
4. Board Approval of the Fiscal Year 2019 – 2020 Financial Audit
5. ISO Letter dated November 30, 2020.
6. AAdvantage Laundry Systems -Quote dated December 17, 2020.
7. Parish Sign and Service Quote dated January 8, 2021.



2021

**BOARD OF DIRECTOR'S & PRIMARY STAFF
ATTENDANCE ROSTER**

| ## | NAME | JAN (19) Sta. 13 | FEB (16) Sta. 19 | MAR (16) Sta. 13 | APR (20) Sta. 19 | MAY (18) Sta. 19 | JUN (15) Sta. 19 | JUL (20) Sta. 13 | AUG (17) Sta. 19 | SEP (21) Sta. 13 | OCT (19) Sta. 19 | NOV (16) Sta. 19 | DEC (21) Sta. 19 |
|----|---------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| 01 | Daniel C. Brown - President (2024) | COVID | | | | | | N/A | N/A | | | | |
| 02 | Larry Townsend V-President (2022) | | | | | | | N/A | N/A | | | | |
| 03 | Angus Pate - Secretary (2024) | COVID | | | | | | N/A | N/A | | | | |
| 04 | Gary Turlington – Treasurer (2022) | | | | | | | N/A | N/A | | | | |
| 05 | Joel Siles – (2022) | | | | | | | N/A | N/A | | | | |
| 06 | Jerry Hall – (2022) | | | | | | | N/A | N/A | | | | |
| 07 | Roger Hall (2024) | | | | | | | N/A | N/A | | | | |
| 08 | Freddy Johnson Sr. - Chief (Annually) | | | | | | | N/A | N/A | | | | |
| 09 | Freddy Johnson Jr. - Deputy Chief | Excused | | | | | | N/A | N/A | | | | |
| 10 | Sean Johnson – Asst. Chief | Excused | | | | | | N/A | N/A | | | | |
| 11 | Kevin T. Murphy – Asst. Chief | Excused | | | | | | 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-
CC telephonic conference call participation.**

- Due to **summer vacations** Board of Directors meetings are not scheduled for the months of **July** and **August 2021** unless there is a pressing need or emergency.
- Except for the Fire and Deputy Chief – Assistant Fire Chief Officers are **not** required to attend the monthly board meetings unless directed by the Fire Chief.
- **CC** – Indicates that the member participated in the meeting via conference call.

Enclosure # 1 Board Minutes January 19. 2021



STONEY POINT FIRE DEPARTMENT INC.
Stations 13 & 19

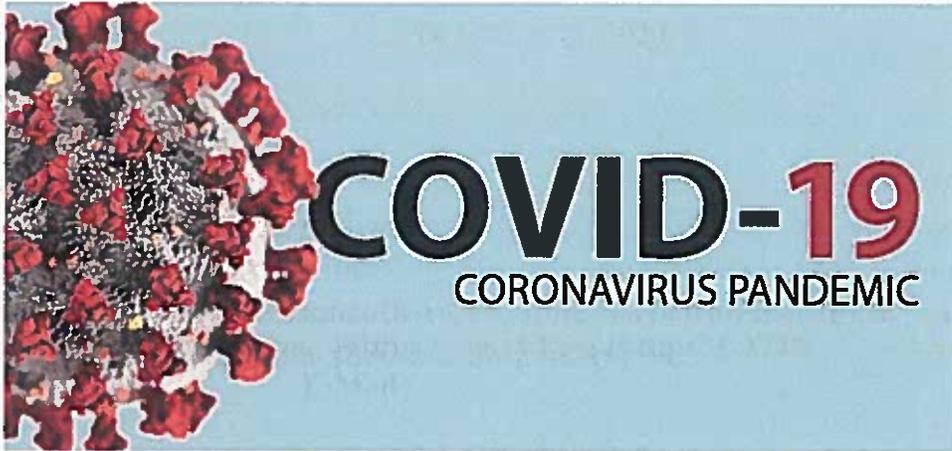
2190 Lake Upchurch Drive, Parkton, North Carolina 28371
Telephone: (910) 424-0694 Fax: (910) 425-2795
E-Mail spfd1301@nc.rr.com



December 15, 2020

SUBJECT: Minutes of the Monthly Board of Directors Meeting December 15, 2020

Due to the 2020 Christmas Holidays and the alarming surge with the Corona Virus (COVID-19) pandemic the December 2020 Board of Directors meeting was CANCELED. The next meeting is tentatively scheduled for Tuesday January 19, 2021 at 1930 hours at Station 13 located at 7221 Stoney Point Road, Fayetteville, North Carolina 28306. Public is invited.



**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

September 2020

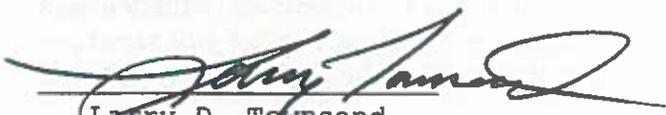
In order to establish and maintain enhanced internal controls, including monitoring of ongoing financial and accounting principles of the Stoney Point Fire Department; in addition to the current duties performed by the Clerk of the Board and the Appointed Treasurer, and to comply with the recommendation 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 Larry D. Townsend have reviewed and documented the reconciliation for all financial transactions for the month indicated above.

 I have found no discrepancies.

 X I have discrepancies as indicated below.

- Missing time card for Fred Johnson Sr
- Corrected


Larry D. Townsend
Board Member

Jan 19, 21
Date

Stoney Point Board of Directors Minutes January 19, 2021

Enclosure # 3 Page 1 of 3 – Financial Oversight Memorandums – Sep – Oct – Nov - 2020

**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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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

October 2020

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 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
Board Member

 Jan 19, 2021
Date

Stoney Point Board of Directors Minutes January 19, 2021

Enclosure # 3 Page 2 of 3 – Financial Oversight Memorandums – Sep – Oct – Nov - 2020

**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
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Larry Townsend
Vice President
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Fire Chief

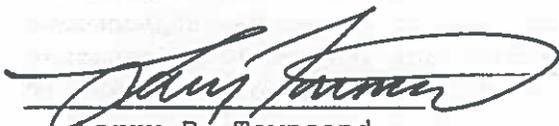
Memorandum For: Haigh, Byrd & Lambert, LLP, Certified Public Accountants
Reference: Additional Internal Financial Control & Segregation of Duties

November 2020

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 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
Board Member

Nov 19, 20
Date

STONE POINT FIRE DEPARTMENT, INC.

Cumberland County, North Carolina

FINANCIAL STATEMENTS

June 30, 2020

TABLE OF CONTENTS

June 30, 2020

Independent Auditor's Report

Financial Statements

Exhibit A - Statement of Assets, Liabilities and Net Assets - Modified Cash Basis

Exhibit B - Statement of Revenues, Expenses, and Changes in Net Assets - Modified Cash Basis

Notes to Financial Statements

Appendix I - Schedule of Property and Equipment

HAIGH, BYRD & LAMBERT, LLP

CERTIFIED PUBLIC ACCOUNTANTS
1007 HAY STREET
POST OFFICE BOX 53349
FAYETTEVILLE, NORTH CAROLINA 28305

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Stoney Point Fire Department, Inc.
Cumberland County, North Carolina

We have audited the accompanying financial statements for the Tax and Long-Term Debt Funds of Stoney Point Volunteer Fire Department, Inc. (a non-profit organization), which comprise the statement of assets, liabilities, and net assets - modified cash basis as of June 30, 2020 and the related statement of revenues, expenses, and changes in net assets - modified cash basis for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and assets of the Tax and Long-Term Debt Funds of Stoney Point Volunteer Fire Department as of June 30, 2020, and its revenues, expenses, and changes in net assets for the year then ended, on the basis of accounting described in Note 2.

Basis of Accounting

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

Other Matter

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Property and Equipment on Appendix I is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has not been subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on this information.

Haigh, Byrd & Lambert, LLP

STONE POINT FIRE DEPARTMENT, INC.
Cumberland County, North Carolina

STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - MODIFIED CASH BASIS
For the year ended June 30, 2020

EXHIBIT A

| | <u>Tax Fund</u> | <u>Long Term Debt Fund</u> | <u>Total</u> |
|---|---------------------|--------------------------------|---------------------|
| <u>ASSETS</u> | | | |
| Cash and cash equivalents | \$ 1,849,705 | \$ - | \$ 1,849,705 |
| Due from Cumberland County - fire protection fees | 11,546 | - | 11,546 |
| Due from Hope Mills - fire protection fees | 70,000 | - | 70,000 |
| Funds to be provided for future debt retirement | - | 1,576,308 | 1,576,308 |
| | <u>\$ 1,931,251</u> | <u>\$ 1,576,308</u> | <u>\$ 3,507,559</u> |
| <u>LIABILITIES AND NET ASSETS</u> | | | |
| Payroll taxes payable | \$ 12,235 | \$ - | \$ 12,235 |
| Notes payable | 148,400 | 1,576,308 | 1,724,708 |
| Total liabilities | <u>160,635</u> | <u>1,576,308</u> | <u>1,736,943</u> |
| Unrestricted net assets | <u>1,770,616</u> | - | <u>1,770,616</u> |
| | <u>\$ 1,931,251</u> | <u>\$ 1,576,308</u> | <u>\$ 3,507,559</u> |

STONEY POINT FIRE DEPARTMENT, INC.
Cumberland County, North Carolina

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS - MODIFIED CASH BASIS
For the year ended June 30, 2020

EXHIBIT B

| | Tax Fund | Long Term Debt Fund | Total |
|---|---------------------|------------------------|---------------------|
| Unrestricted net assets: | | | |
| Revenues: | | | |
| Fire protection fees: | | | |
| Cumberland County | \$ 1,118,599 | \$ - | \$ 1,118,599 |
| City of Fayetteville | 459,724 | - | 459,724 |
| Town of Hope Mills | 148,493 | - | 148,493 |
| Sales and motor fuel tax refunds | 34,280 | - | 34,280 |
| Other income | 33,414 | - | 33,414 |
| Insurance proceeds | 10,059 | - | 10,059 |
| Interest income | 972 | - | 972 |
| Total revenues | <u>1,805,541</u> | <u>-</u> | <u>1,805,541</u> |
| Expenses: | | | |
| Advertising | 5,315 | - | 5,315 |
| Communications | 1,824 | - | 1,824 |
| Dues and subscriptions | 5,355 | - | 5,355 |
| Employee benefits | 28,937 | - | 28,937 |
| Gas and oil | 25,188 | - | 25,188 |
| Insurance | 78,657 | - | 78,657 |
| Miscellaneous | 26,050 | - | 26,050 |
| Note payments - interest | - | 63,358 | 63,358 |
| Note payments - principal | - | 181,378 | 181,378 |
| Payroll taxes | 59,585 | - | 59,585 |
| Pension plan contributions | 10,935 | - | 10,935 |
| Professional fees | 4,398 | - | 4,398 |
| Purchase of fixed assets | 158,619 | - | 158,619 |
| Repairs - buildings | 29,084 | - | 29,084 |
| Repairs - equipment and vehicles | 105,480 | - | 105,480 |
| Salaries and wages | 775,074 | - | 775,074 |
| Supplies | 18,186 | - | 18,186 |
| Telephone | 741 | - | 741 |
| Training and schools | 11,412 | - | 11,412 |
| Travel, meals and meetings | 8,517 | - | 8,517 |
| Uniforms | 6,745 | - | 6,745 |
| Utilities | 40,237 | - | 40,237 |
| Volunteer expenses | 24,494 | - | 24,494 |
| Total expenses | <u>1,424,834</u> | <u>244,736</u> | <u>1,669,571</u> |
| Excess (deficiency) of revenues over expenses | 380,707 | (244,736) | 135,971 |
| Transfer of funds | <u>(244,736)</u> | <u>244,736</u> | <u>-</u> |
| Increase in unrestricted net assets | 135,971 | - | 135,971 |
| Unrestricted net assets - beginning of year | <u>1,634,645</u> | <u>-</u> | <u>1,634,645</u> |
| Unrestricted net assets - end of year | <u>\$ 1,770,616</u> | <u>\$ -</u> | <u>\$ 1,770,616</u> |

Stoney Point Board of Directors Minutes January 19, 2021
Enclosure # 4 Page 5 of 10 – FY 19 / 20 Financial Statement

The accompanying notes are an integral part of the financial statements.

STONEY POINT FIRE DEPARTMENT, INC.
Cumberland County, North Carolina

NOTES TO FINANCIAL STATEMENTS
June 30, 2020

NOTE 1 Nature of Organization

Stoney Point Fire Department, Inc. was incorporated on July 29, 1964 as a non-profit, civic, charitable, benevolent, educational and social corporation with the main objective of the protection of life and property through fire fighting.

The General Statutes of North Carolina in Chapter 69-25.1 provide that resident freeholders living within a designated fire district may by referendum approve the levy of a special tax to provide fire protection. The Board of County Commissioners of Cumberland County contracted with Stoney Point Fire Department, Inc. to provide fire protection within that district for the year ended June 30, 2020 for \$1,118,599. The contract further provides that such tax funds will be segregated and accounted for annually.

NOTE 2 Summary of Significant Accounting Policies

Basis of Accounting

The accompanying financial statements have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. That basis differs from generally accepted accounting principles in that -

- Contributions and support are recognized when payment is received rather than earned.
- Payments to vendors, suppliers, and employees are generally recognized when paid instead of when goods or services are received.

Notwithstanding the above, the Department has elected to modify the cash basis of accounting to report fire protection fees in the period earned, regardless of when payment is received. The Department also accrues liabilities for payroll taxes related to salaries and wages incurred prior to year end.

Financial Statement Presentation

The Department's records are maintained in accordance with the principles of fund accounting. This is the procedure by which resources are classified for accounting and reporting purposes into funds established according to their nature and purpose. Separate accounts are maintained for each fund.

The Department reports information regarding its financial position and activities according to three classes of net assets (unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets) based upon the existence or absence of donor-imposed restrictions. Contributions are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. The Department has no temporarily or permanently restricted assets. Other funds may have been provided to the Department through dues and community projects and these funds have not been presented. Accordingly, the financial statements are not intended to be presented in conformity with accounting principles generally accepted in the United States of America.

Use of Estimates

The preparation of financial statements in conformity with modified cash basis accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and cash equivalents

Cash and cash equivalents include all monies in banks and highly liquid investments with original maturity dates of less than three months.

NOTES TO FINANCIAL STATEMENTS - continued

Income Taxes

The Department is exempt from Federal and State income taxes under Internal Revenue Code Section 501(c)(3). Therefore, no provision for income taxes has been made in the accompanying financial statements. In addition, the Department has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the Internal Revenue Code.

Management of the Department considers the likelihood of changes by taxing authorities in its exempt organization returns and discloses potential significant changes that management believes are more likely than not to occur upon examination by tax authorities. Management has not identified any uncertain tax positions in filed returns that require disclosure in the accompanying financial statements. The Department's tax returns for the past three years are subject to examination by tax authorities, and may change upon examination.

Property and Equipment

The purchase of property and equipment is shown as an expenditure of the Tax Fund, but it is not shown as an asset of the Tax Fund. For informational purposes, Appendix I is included in the report to reflect property and equipment purchased from the Tax Fund after June 30, 1993. Depreciation of property and equipment is not shown.

Advertising

Advertising costs are expensed as incurred. During the year ended June 30, 2020, the Department had advertising costs of \$5,315.

Concentration of Support

The Department receives approximately 65% of its fire protection fees from the Board of County Commissioners, Cumberland County.

Subsequent Events

Management has evaluated subsequent events through November 13, 2020, the date on which the financial statements were available to be issued. No subsequent events were identified that required adjustment to or disclosure within the financial statements.

NOTE 3 Cash and cash equivalents

At June 30, 2020, amounts included in cash and cash equivalents consist of:

Non-interest bearing:

| | |
|---|---------------------|
| First Citizens - checking | \$ 1,637,379 |
| North State Bank - c.d., earning interest at 0.40% at June 30, 2020 | <u>212,326</u> |
| | <u>\$ 1,849,705</u> |

NOTE 4 Concentration of Credit Risk

The Department maintains its cash balances at two financial institutions. The balances are insured by the federal deposit insurance corporation up to \$250,000. The Department had uninsured cash deposits at June 30, 2020 of \$1,450,489.

NOTES TO FINANCIAL STATEMENTS - continued

NOTE 5 Retirement Plan

The fire department provides a retirement program for the firemen under the North Carolina Firemen's and Rescue Squad Workers' Pension Fund. All firemen when they first volunteer are eligible after an initial 60 day waiting period. The fire department contributes \$10 per month per man. Each participant's benefit is fully funded after twenty years. The contribution for the fiscal year ended June 30, 2020 was \$0.

The Department also has a defined contribution retirement plan for paid employees. The Department matches employee contributions up to 5% of an employee's annual gross salary. The expenditures for such contributions for the year ended June 30, 2020 amounted to \$10,935.

NOTE 6 Note payable

Note payable at June 30, 2020 consists of the following:

| | |
|--|---------------------|
| North State Bank - note payable, bearing interest at 5.45% per annum in the original amount of \$1,102,000, with monthly installments of \$7,075, is scheduled to mature on February 28, 2028. The loan is secured by a deed of trust on the land located on 7221 Stony Point Drive and 2190 Lake Upchurch Road in Fayetteville, North Carolina. Interest paid on the note during the year totaled \$28,341. | \$ 546,316 |
| First Citizens Bank - note payable, bearing interest at 2.45% per annum in the original amount of \$1,400,000, with annual installments of \$159,842, is scheduled to mature on March 1, 2026, with a balloon payment of \$315,811. The loan is secured by two fire trucks. Interest paid on the note during the year totaled \$35,017. | 1,029,992 |
| Balance at June 30, 2020 | <u>\$ 1,576,308</u> |

Future debt maturities in the amount of \$1,576,308 are to be paid from future revenues. At June 30, 2020, maturities are as follows:

| Year ended: | Amount |
|---------------|---------------------|
| June 30, 2021 | \$ 189,520 |
| June 30, 2022 | 196,299 |
| June 30, 2023 | 203,335 |
| June 30, 2024 | 210,639 |
| June 30, 2025 | 218,220 |
| Thereafter | 558,296 |
| | <u>\$ 1,576,308</u> |

NOTE 7 PPP Loan

The Coronavirus Aid, Relief and Economic Security Act (the "CARES Act") has authorized the funding of loans under the Paycheck Protection Program which are fully guaranteed by the U.S. Small Business Administration ("SBA"). The Organization applied for and was awarded a loan in the amount of \$148,400. The loan matures two years from the date of first disbursement which was May 6, 2020. The interest rate on the loan is 1.00% with the first payment due seven (7) months from the date of the first disbursement.

Pursuant to Section 1106 of the CARES Act, the loan can be forgiven up to the full principal amount of the loan and any accrued interest if the Organization (i) uses all proceeds for eligible purposes as set forth in the CARES Act, (ii) maintains employment levels, and (iii) maintains compensation levels. The SBA will issue further guidance on loan forgiveness under the CARES Act and the Organization expects the full amount of the loan to be forgiven. As such, the full amount of the loan, \$148,400 at June 30, 2020, is shown as a liability in the Statement of Assets, Liabilities, and Net Assets.

Stoney Point Board of Directors Minutes January 19, 2021
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STONEY POINT FIRE DEPARTMENT, INC.
Cumberland County, North Carolina

SCHEDULE OF PROPERTY AND EQUIPMENT
June 30, 2020

Unaudited

Appendix 1

| | <u>June 30, 2019</u> | <u>Additions</u> | <u>Removals</u> | <u>June 30, 2020</u> |
|--|----------------------|------------------|-----------------|----------------------|
| Fire fighting equipment: | | | | |
| Turnout gear - FEMA grant | \$ 773,981 | \$ - | \$ - | \$ 773,981 |
| Protective clothing | 205,065 | 15,370 | - | 220,435 |
| Radios & communication equip. - DHS gran | 9,306 | - | - | 9,306 |
| Breathing apparatus | 103,856 | - | - | 103,856 |
| Other fire fighting equipment | 57,603 | 10,358 | - | 67,961 |
| Truck equipment | 83,023 | - | - | 83,023 |
| Holmatro rescue equipment | 31,893 | - | - | 31,893 |
| Communications equipment | 13,933 | - | - | 13,933 |
| Nafeco - camera | 17,382 | - | - | 17,382 |
| Interspiro testing machine | 1,787 | - | - | 1,787 |
| Pakhammer 90 kit | 5,724 | - | (5,486) | 238 |
| Ten-ton mat jack | 2,324 | - | (2,324) | - |
| Utility trailers (2) | 2,100 | - | - | 2,100 |
| Hydraulic pump - jaws of life | 3,369 | - | - | 3,369 |
| Eyewash stations (3) | 863 | - | - | 863 |
| Mobile air system | 131,502 | - | - | 131,502 |
| Total fire fighting equipment | <u>1,443,710</u> | <u>25,727</u> | <u>(7,810)</u> | <u>1,461,628</u> |
| Other property and equipment: | | | | |
| Computer equipment | 27,002 | - | - | 27,002 |
| Exercise equipment | 23,995 | - | - | 23,995 |
| Storage units | 11,533 | - | - | 11,533 |
| Furniture | 17,138 | - | - | 17,138 |
| Office equipment | 9,825 | - | - | 9,825 |
| Robotronics | 8,958 | - | - | 8,958 |
| Lawn equipment | 5,143 | 593 | - | 5,736 |
| Projectors | 1,439 | - | - | 1,439 |
| Fuel tanks | 7,650 | - | - | 7,650 |
| Protections, televisions, and mounts | 6,554 | - | - | 6,554 |
| Radio tower | 6,258 | - | - | 6,258 |
| Gasoline pumps and fans | 3,804 | - | - | 3,804 |
| Time clock system | 2,184 | - | (1,870) | 314 |
| Pressure washer | 4,737 | - | - | 4,737 |
| Pump house | 1,527 | - | - | 1,527 |
| Plaques and signs | 1,391 | - | - | 1,391 |
| Tool box and hand tools | 8 | - | - | 8 |
| Weather monitor | 1,381 | - | - | 1,381 |
| Time clock system | 910 | - | - | 910 |
| Security cameras | 10,119 | - | - | 10,119 |
| Portable suction units | 2,504 | - | - | 2,504 |
| | <u>154,060</u> | <u>593</u> | <u>(1,870)</u> | <u>152,783</u> |

APPENDIX 1 - continued

| | June 30, 2019 | Additions | Removals | June 30, 2020 |
|--------------------------------------|---------------------|-------------------|--------------------|---------------------|
| Buildings and improvements: | | | | |
| Station 19 | 1,017,100 | - | - | 1,017,100 |
| Station improvements | 164,427 | - | - | 164,427 |
| Fire station | 82,754 | - | - | 82,754 |
| Storage building | 68,232 | - | - | 68,232 |
| Paving | 42,948 | - | (12,510) | 30,438 |
| Paving | 20,298 | - | - | 20,298 |
| New driveway, Station 13 | 16,345 | - | - | 16,345 |
| Training tower | 8,638 | - | - | 8,638 |
| Heat & A/C units | 8,999 | - | - | 8,999 |
| Sewage pump | 1,619 | - | - | 1,619 |
| Total buildings and improvements | <u>1,431,360</u> | <u>-</u> | <u>(12,510)</u> | <u>1,418,850</u> |
| Vehicles: | | | | |
| # 1331 2004 Pierce Dash Fire Truck | 426,824 | - | - | 426,824 |
| # 1332 2004 Pierce Dash Fire Truck | 376,402 | - | - | 376,402 |
| # 1961 2015 GMC 2500 | 40,916 | - | - | 40,916 |
| # 1971 2016 GMC | 36,317 | - | - | 36,317 |
| # 1333 1989 Pierce Dash fire truck | 30,000 | - | - | 30,000 |
| 1600 Deluxe Mercury 50hp boat | 14,632 | - | - | 14,632 |
| # 1962 1984 Chevrolet 3/4 ton diesel | 3,500 | - | - | 3,500 |
| Pierce Arrow XT Custom Pumper | 653,761 | - | - | 653,761 |
| Pierce Arrow XT Heavy Duty Rescue | 737,000 | - | - | 737,000 |
| 2019 Chevrolet Tahoe | 47,939 | - | - | 47,939 |
| Total vehicles | <u>2,367,291</u> | <u>-</u> | <u>-</u> | <u>2,367,291</u> |
| Real estate | <u>148,169</u> | <u>132,298</u> | <u>-</u> | <u>280,467</u> |
| Total property and equipment | <u>\$ 5,544,590</u> | <u>\$ 158,619</u> | <u>\$ (22,190)</u> | <u>\$ 5,681,019</u> |

Stoney Point Board of Directors Minutes January 19, 2021
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Note: This statement includes only those items of property and equipment purchased from tax funds after June 30, 1973 at the original cost basis.



RATINGS AND INSPECTIONS

Tel 919.647.0000 Fax 919.715.0063

MIKE CAUSEY, INSURANCE COMMISSIONER & STATE FIRE MARSHAL
BRIAN TAYLOR, CHIEF STATE FIRE MARSHAL

December 2, 2020

Gene Booth
Fire Marshal
131 Dick Street, Rm # 114
Fayetteville, NC 28301

Dear Gene Booth:

The Stoney Point Fire Department, Inc. has been scheduled for a protection survey to be conducted by the NC Department of Insurance/Office of State Fire Marshal. We would like to schedule a visit on 03/01/2021. The anticipated fieldwork required for the survey should take approximately one to two (1-2) days to complete.

To facilitate data collection for the survey, Lee Kennedy has been assigned to assist your department. Please complete the survey forms prior to the inspector arrival by visiting our website at: <https://www.ncosfm.gov/fire-rescue/ratings-inspections/ratings-and-inspections/ratings>

The purpose of the site visit is to gather information needed to determine a fire insurance classification for use in the calculation of property insurance premiums. Please note that the information gathered is not for property loss prevention or life safety purposes and no life safety or property loss prevention recommendations will be made.

The public protection classification determined by the OSFM survey is only one of several factors used in the calculation of property insurance premiums. Individual insurance premium calculations also depend upon specific property construction, occupancy, private protection and exposure from adjacent buildings.

Our inspector will be collecting data from various sources to complete our overall evaluation of the Stoney Point Fire Department, Inc.. Data will be collected concerning; (1) your water supply and distribution system, and/or water shuttle operations, including actual hydrant flow tests, (2) your fire department including manning, equipment and training, and (3) your means of receiving/handling of fire alarms.

Lee Kennedy will contact you prior to 03/01/2021 to establish a definite date for our visit. In the meantime, review materials via OSFM's website and call our office if you have questions concerning the forms and call our office if you have questions concerning survey visit. Your cooperation and timely completion of the requested materials will be greatly appreciated.

A handwritten signature in black ink that reads "Davie W Summey".

Davie Summey
Supervisor of Inspections

DS/kr

Cc: Freddy L Johnson, Fire Chief

SALES QUOTE



AAdvantage Laundry Systems
 101 High Hope Lane
 Garner, NC 27529
 Phone: (800) 880-2138
 www.aadvantagelaundry.com
 Salesperson E-mail:
 jnapier@advantagelaundry.com

Date: 12/17/0020 **SQ151381**
 Requested By: CLARKIE JOHNSON
 Phone: Mobile Phone:
 Billing Terms: Payment 0 days after invoice date
 Salesperson: Jason Napier
 Customer Ref:
 Expiration: 01/18/0021 Page 1 / 2

Bill-To: **STO101**
 STONEY POINT FIRE DEPT.
 CLARKIE JOHNSON
 7221 STONEY POINT RD
 FAYETTEVILLE, NC 28306

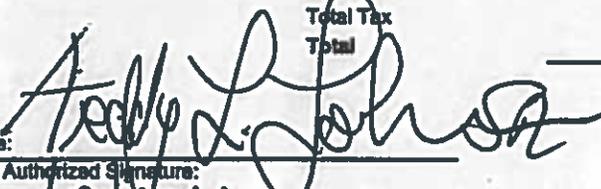
Ship-To:
 STONEY POINT FIRE DEPT.
 CLARKIE JOHNSON
 7221 STONEY POINT RD
 FAYETTEVILLE, NC 28306
 910-424-0694

| Product No. | Description | Quantity | Net Unit Price | Extended Price |
|-------------------|---|----------|----------------|----------------|
| T-400OPL6-2 | WN0400XB-12EV4X-SSKCS-USX+ DEXTER 30LB. OPL 100 G-FORCE WASHER 6 CYCLE MICRO, BLACK GRAPHICS 208-240V, 1 OR 3 PHASE | 1 EA | 4,641.00 | 4,641.00 |
| BFT-400 8" 1 UNIT | BASE FRAME 30LB 1 UNIT | 1 EA | 292.50 | 292.50 |
| T-38OPL-2 | DN0030NC-10EB1X-WWKSG-USX** DEXTER 30LB. SINGLE DRYER, NAT. GAS OPL DRYER, BLACK GRAPHICS, WHITE FRONT, SS DOOR, MICRO CONTROL 120V | 1 EA | 2,860.20 | 2,860.20 |
| SAL-FREIGHT | Sales-Freight | 1 EA | 219.00 | 219.00 |
| | | 0 | NaN | 0.00 |
| INS-OPL | Install-OPL | 1 EA | 900.00 | 900.00 |
| SAL-WHITEGOODS | White Goods Tax - NC | 2 EA | 3.00 | 6.00 |

Subtotal **8,918.70**
 Total Tax **0.00**
 Total **8,918.70**

CUSTOMER ACKNOWLEDGMENT:

Buyer: _____
 Phone: _____
 Email: _____
 Description: _____

Signature: 
 Name of Authorized Signature: _____
 Date: 1/13/2021

* All goods are sold FOB-Factory, except if otherwise specified and are subject to the EQUIPMENT-TERMS AND CONDITIONS OF SALE on the following page



INCORPORATED
A Sign of Excellence

Proposal

P.O. Box 766 • Raeford, NC 28376
(910) 875-6121 • FAX (910) 875-7100
•1-800-622-2431
email: cortney@parishsigns.com
website: www.parishsigns.com

PROPOSAL SUBMITTED TO

Stoney Point Fire Department

DATE

January 8, 2021

STREET

7221 Stoney Point Rd.

JOB NAME

Stoney Point Fire Department

CITY, STATE, ZIP

Fayetteville, NC 28306

JOB LOCATION

Manufacture and install two (2) 4'-0" x 8'-0" flat reader board faces with vandal covers. Sign faces in the changeable copy section to be Plexiglas and have changeable copy track spaced for 6" letters. A font of 200 letters to be supplied with sign. Faces to be installed in existing illuminated double face sign.

| | |
|-----------------------------------|--------------------|
| Price | \$ 896.00 |
| Install | \$ 435.00 |
| (200) 6" changeable letters | \$ 266.50 |
| NC Sales Tax | \$ 111.83 |
| Total | \$ 1,709.34 |

Price does not include permits if required or staff time to obtain permits, registered engineered sealed drawing if required, nor any electrical service and / or hook up to sign display from power source. Service on any existing sign structures is not included in proposal price. All requests for service once crew is on site must be in writing.

We propose to hereby furnish material and labor - complete in accordance with above specification for the sum of

SEE ABOVE

Payment to be made as follows: **50 % Deposit Required / Net Upon Completion**
Visa, MasterCard, and Discover Accepted
Deposit with order: **50 % Deposit Required**

Balance: **Net Upon Completion**

Past due accounts are subject to lawful interest rates and any legal fees necessary for collection. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry a fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. When accepted, this Proposal shall become a binding contract and when completed shall be an evidence of indebtedness to Parish Sign & Service, Inc. within the meaning of N.C. General Statute 6-21.2 regarding obligations to pay attorney's fees if this evidence of indebtedness is collected by or through an attorney at law after maturity.

Authorized Signature

Cortney Hendrick

Note: This proposal may be withdrawn by us if not accepted within 30 days

Signature X

Print:

Title:

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance

1/8/2021

Fredy L. Johnson SR

FIRE CHIEF



627 LAURINBURG ROAD
 RAEFORD, NC 28376
 (910) 875-6121
 (800) 622-2431
 (910) 875-7100 FAX
 INFO@PARISHSIGNS.COM
 WWW.PARISHSIGNS.COM

FACE VIEW OF SIGNAGE WITH DIMENSIONS

SPACED FOR 6" CHANGEABLE LETTERS

SPECIFICATIONS

| TYPE OF SIGNAGE | TYPE OF FACES |
|--|---------------|
| TWO (2) NEW READER BOARD FACES WITH VANDAL COVERS (5) TRACKS FOR 8" CHANGEABLE LETTERS | FLAT |

| FACE MATERIAL/COLORS | CABINET COLORS/MATERIALS |
|----------------------|--------------------------|
| WHITE PLEXIGLAS | EXISTING |

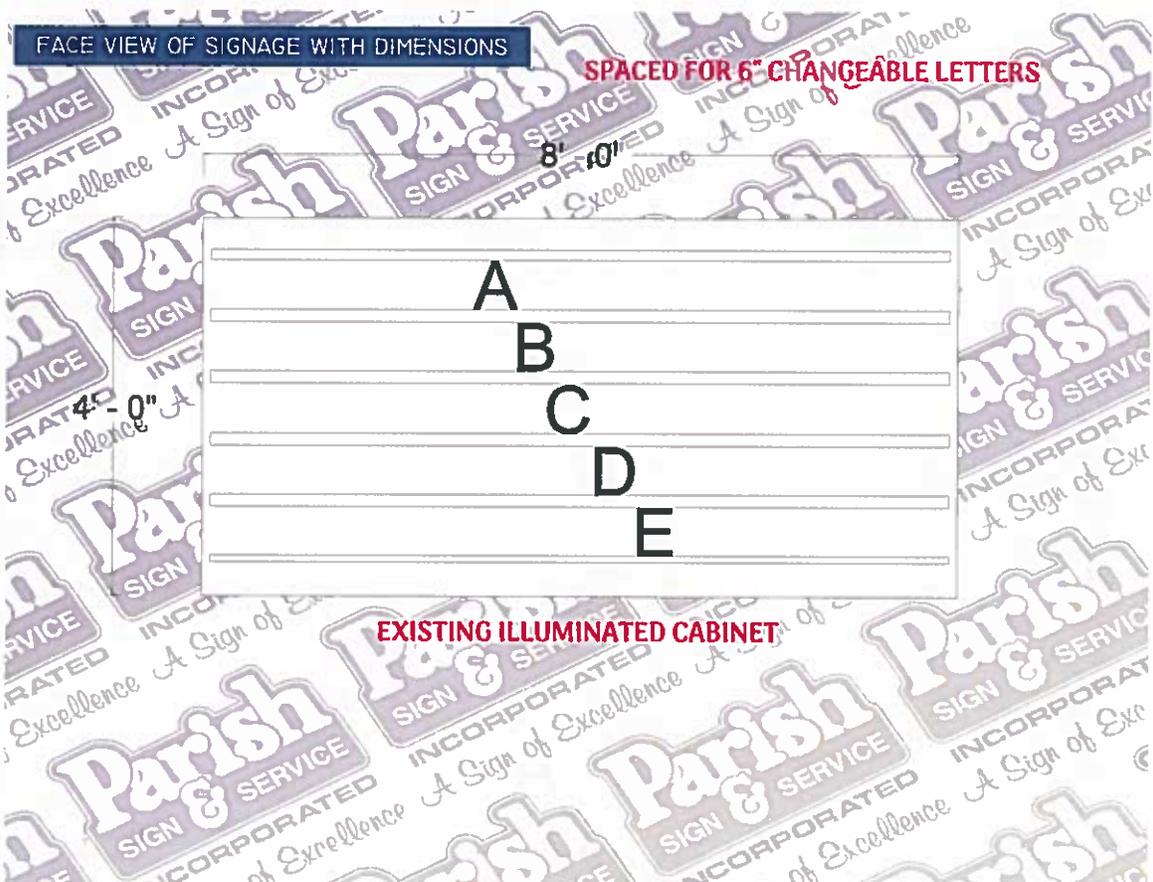
| TYPE OF ILLUMINATION | RETURN COLORS |
|----------------------|---------------|
| NA | NA |

| LED COLORS | TRIM COLORS |
|------------|-------------|
| NA | NA |

| MISCELLANEOUS | RACEWAY COLORS |
|---------------|----------------|
| NA | NA |

| TYPE FONTS |
|------------|
| NA |

COLOR AND CLARITY MAY VARY FROM DRAWING



NOTE: IT IS THE CUSTOMER'S RESPONSIBILITY TO DOUBLE CHECK SPELLING, GRAMMER, LAYOUT AND DESIGN ON ALL PROOFS. IF ERRORS ARE APPROVED ALL ORIGINAL AND REPRINT COSTS WILL BE PAYED BY THE CUSTOMER.

JOB NAME: Stoney Point Fire Department
 LOCATION: Fayetteville, NC
 CUSTOMER:
 SALESMAN: Cortney Hendrix
 DRAWING #: 010621-SPFD
 FILENAME: Stoney_Point_Fire_Dept.fs

CAH DATE 01/06/21
 REVISIONS

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CUSTOMER'S APPROVAL
 SIGNATURE _____ DATE _____