



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

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September 20, 2016

SUBJECT: Minutes of the monthly Board of Directors Meeting September 20, 2016

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
Angus Pate	Secretary
Joel A. Siles	Member
Jerry R. Hall	Member
Freddy L. Johnson Sr.	Fire Chief
Freddy L. Johnson Jr.	Deputy Chief

Members Absent:

Gary Turlington - Treasurer

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

N/A

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

- Secretary Pate presented the minutes from the June 21, 2016 Annual Membership and monthly Board of Directors meeting for review and approval. No meetings were conducted during the months of July and August due to summer vacations. Chairman Brown called for the approval of the June 21, 2016 minutes. **MOTION** A motion was made by Director Joel Siles to approve the June 21, 2017 minutes, with one administrative spelling correction in Item B Section 2 the word **unanimously** is misspelled and should be so noted. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

1. General Information:

- Chief Johnson Sr., advised the board members that Treasurer Gary Turlington was in New Mexico attending a re-certification class dealing with IED's and related terrorism subjects. Gary is the training officer of the Bladen County Sheriff's Office and uses his specialty certification to teach law enforcement officers and first responders on bombing and IED's. Treasurer Turlington provided Vice Chairman Townsend with all the treasurers' report and data for this meeting.



2. **Guests:** None

3. **Personnel:**

- 1 Chief Johnson Sr., reviewed Treasurer and Board of Director Al Grupy's memorial service with the directors and stated that Al's passing created a vacancy on the board. Al represented a Lake Upchurch Community board position and he preferred that we find a suitable replacement from the Lake Upchurch Community but we can appoint any qualified director if a suitable director from the Lake Upchurch Community cannot be found. Chief Johnson asked Vice Chairman Townsend to check with the Bayshore Drive Homeowners Association and inquire if anyone is interested in serving on the board and filling Al's position which expires in June 2020. Vice Chairman Townsend stated that he will inquire and report back to the board.
2. Chief Johnson Sr., stated that the appointment of our Deputy and Assistant Chief Officers was postponed until tonight's meeting and therefore requires board action. Chief Johnson passed around a letter of retirement / resignation from Assistant Chief Matthew Williams. Assistant Chief Williams requested retirement effective July 31, 2016 after 34 years of dedicated and faithful service. The Chief stated that we will recognize Chief Williams for his many years of service to our department and community during our annual Christmas Dinner scheduled for Sunday December 11, 2016.
3. The Chief requested that the board re-appoint our Deputy Chief and our two (2) remaining Assistant Fire Chief's to another term. The responsibilities assigned to Assistant Chief Williams have been temporarily reassigned until a replacement is appointed. The Chief addressed our Assistant Chief Officer prerequisites which are in line with NFPA 1021 Standard for Fire Officer Professional Qualification. The position requires a Fire Officer III certification, but also allows for obtaining Fire Officer III within 18 months of appointment. The Chief stated we may need to look at the 18 months' time frame and change that to 24 months for volunteer officers. Currently none of our Fire Captains have a Fire Officer III certification. All of our current Chief Officers are Fire Officer IV certified, with our Chief and Deputy Chief also holding the professional Chief Fire Officer (CFO) designation from the Center of Public Safety Excellence (CPSE). - With no further ado Director Jerry Hall made a **MOTION** to re-appoint Deputy Chief Freddy Johnson Jr., and Assistant Chief's Kevin Murphy and Sean Johnson for the remainder of the term. The motion was **SECONDED** by Vice Chairman Larry Townsend and **APPROVED** by all members present. Chief Johnson Sr. thanked the board for their action and continued support of our leadership.
4. The Chief informed the board members that our current total membership is 124 members. Of that number 13 are full time, 8 of our volunteers are also working part time as needed, leaving 121 volunteers including support volunteers. Currently we have 9 applications in the process of verification and hope to start one (1) more recruit class in November, but that could be pushed to January due to the up-coming Thanks giving and Christmas holidays.



4. Vehicles:

1. Chief Johnson stated Engine 1333 (1988 Pierce Dash) is back in service and running good so far. The apparatus was used first out for a month in order to identify any electrical issues with the truck.
2. The Chief informed the board members that our apparatus replacement and new truck committee chaired by Deputy Chief Johnson Jr. has completed their undertaking and Deputy Chief Johnson Jr., is prepared to give an account of the committee's work on both the new Rescue Truck and Engine. The Chief stated that we will provide that information when we get to the Committee reports portion of our meeting.
3. The Chief stated that our new Air trailer has been picked up. It will be stationed at Station 19 and we are in the process of preparing the new trailer for service. With our Trail of Terror support on-going during the month of October we are shooting for a target date of November 15, 2016 to place the trailer in service. Insurance, license and tags and training on the use of the trailer are some of the requirements we have to address. The Chief stated that he will show the truck to the directors during our October 18, 2016 meeting at Station 19.
4. The Chief stated that our 2016 Sierra GMC (1371) is in Kinston at B&G Electronics to have all the emergency warning lights and radios installed. We had to change vendors after Mr. Tim Hall over a period of three (3) months kept procrastinating and would not return repeated texts and phone calls after committing to do all our necessary installs. Mr. Hall outfitted both 1362 and 1962 and did a very good job.
5. The Chief stated that work is still on-going as time permits on Engine 1319 (1960 American LaFrance Fire Truck) which is being restored. We are almost at the point of getting the truck painted. The Chief stated that Mr. Joe Smith from Safe Air System donated a 1960 American LaFrance hard top to our department for parts. The truck has original American La France parts that we can utilize on our truck, including a good engine and transmission. He stated that he made coordination with Phillips Towing to have the truck moved from Greensboro to Station 19. Phillips towing will pick up the truck the next time they have a job that takes them to Greensboro and thus reducing our towing fee to one way. The Chief passed around photos of the truck for the directors to review.
6. The Chief informed the board members that on August 23, 2016 while responding to an emergency call from Station 19, Engine 1932 pulled out of the apparatus bay while the door was coming down. The truck inadvertently struck the 14 X 14 roll up door causing damage to the door. The Chief stated that we turned on our cameras at Station 19, on Monday August 21, 2016 and the entire incident was captured on video, which he showed to the directors. According to the driver operator, the remote in the truck cab was inadvertently struck by a loose item in the cab which triggered the remote into the door close mode. He stated that the video identifies policy violation whereas a 360 check of the truck was not made and policy on the location and security of the remote control has been instituted in all trucks. Vice Chairman Townsend stated that we have been beleaguered with careless accidents, and requested that the board be updated on all costs relating to the accidents along with all the pertinent information on causes. He stated that committed funds now have to be re-programmed to pay for the liabilities associated with these accidents. The Chief stated that we will add a column to our monthly



meeting financial charts identifying costs identified with at fault or careless accidents by members not focused on their job and accompanying responsibilities.

7. The Chief stated since we do not meet during the months of July and August he is presenting two (2) Vehicle, Equipment and Fuel Charts. One to complete the Fiscal 2015 – 2016 year and the second to address the new Fiscal 2016 – 2017 year. Because we track three (3) fiscal years for comparison purposes the Fiscal Year 2013 – 2014 will be dropped from the new Fiscal Year 2016 – 2017 chart.
8. FY 2015-2016 **Final** Vehicle, Equipment and Fuel Expenditures as of June 30, 2016 (**List from Quicken**) (Previous two (2) Fiscal Years for comparison purposes) we will drop the FY 13/14 column and add the FY 16/17 to the new slide below.

UNIT #	NOMENCLATURE	FY 13/14	FY 14/15	FY 15/16
1311	1984 Pierce Dash Engine	2,405.23	5,710.73	3,049.25
1331	2004 Pierce Dash Engine	6,563.80	16,559.54	5,725.94
1332	2004 Pierce Dash Engine	6,654.15	7,629.80	13,909.12
1333	1988 Pierce Dash Engine (Out of Service)	2,667.04	Out of Service 0.00	767.14
1342	1984 Chevrolet ¾ Ton (SOLD)	2,480.47	416.36	801.05
1341	1990 AMC General 5 Ton Cargo Brush	Not Applicable	14,611.78	2,109.89
1361	1999 Pierce Arrow Service (SOLD)	2,980.47	1,342.62	Not Applicable
1362	2008 Ford F-350 Pick Up (SOLD)	8,909.55	Not Applicable	Not Applicable
1362	2015 GMC Sierra 2500 HD 4 X 4	Not Applicable	Not Applicable	42.80
1371	2002 Silverado 1500 HD 4 X 4	1,572.71	3,227.00	410.90
R-13/1376	1984 International Rescue	905.15	1,568.36	19,877.91
1391	2007 Ford Crown Victoria (SOLD)	576.58	2,045.74	33.20
1931	1994 Quality Gladiator Engine (SOLD)	4,766.36	1,575.83	Not Applicable
1932	1986 Pierce Dash Engine	2,480.47	2,342.53	963.70
1941	1984 AMC 5 Ton Truck	3,264.20	65.14	2,221.80
1960	1960 American LaFrance (Antique)	Not Applicable	Not Applicable	8,507.29
1961	1984 Chevrolet ¾ Ton Diesel	Not Applicable	Not Applicable	101.34
1962	2015 GMC Sierra 2500 HD 4 X 4	Not Applicable	Not Applicable	3,312.25
Boat 13	19" Rescue One Connector Boat	Not Applicable	734.10	247.80
Boat 19	14" Zodiac Inflatable	Not Applicable	Not Applicable	0.00
Trailers	2009 Boat Trailer Double Stack	Not Applicable	Not Applicable	0.00
U-Trailer	Utility Trailer (Small)	Not Applicable	Not Applicable	81.38
Cmd Trl	2006 FEMA Trailer	Not Applicable	Not Applicable	0.00
MISC	RELATED VEH EXPENSES	9,902.83	4,445.07	15,988.55
	Total Vehicle Maintenance	57,129.95	62,284.90	78,151.31
	EQUIPMENT OTHER	11,193.30	11,724.54	13,716.61
	TOTAL VEH/EQUIP EXPENSES BUDGETED (\$ 80,000)	68,323.25	74,009.44	91,867.92
	GASOLINE & FUELS (\$ 40,000)	30,352.79	22,240.55	16,422.24
	FY-BUDGETED TOTAL (120,000)	98,676.04	96,249.99	108,290.16
	Total over / under Budget	-21,323.96	-23,750.01	11,709.84



9. FY 2016-2017 Vehicle, Equipment and Fuel Expenditures as of September 20, 2016 (List from Quicken) (Previous two (2) Fiscal Years for comparison purposes)

<u>UNIT #</u>	<u>NOMENCLATURE</u>	<u>FY 14/15</u>	<u>FY 15/16</u>	<u>FY 16/17</u>
1311	1984 Pierce Dash Engine	5,710.73	3,049.25	22.38
1331	2004 Pierce Dash Engine	16,559.54	5,725.94	0.00
1332	2004 Pierce Dash Engine	7,629.80	13,909.12	52.32
1333	1988 Pierce Dash Engine	Out of Service-Fire	767.14	**47,834.51
1341	1990 AMC General 5 Ton Cargo Brush	14,611.78	2,109.89	19.73
1351	Future Ladder Truck Early 2017	Not Applicable	Not Applicable	0.00
1362	2015 GMC Sierra 2500 HD 4 X 4	Not Applicable	42.80	0.00
1371	2002 Silverado 1500 HD 4 X 4	3,227.00	410.90	MVA Totaled
1371	2016 GMC Sierra 1500 4 X 4	Not Applicable	Not Applicable	0.00
R-13/1376	1984 International Rescue	1,568.36	19,877.91	261.40
1391	Future Command Vehicle 2017	Not Applicable	Not Applicable	0.00
1931	1994 Quality Gladiator Engine (SOLD)	1,575.83	(SOLD) N/A	(SOLD) N/A
1932	1986 Pierce Dash Engine	2,342.53	963.70	565.40
1941	1984 AMC 5 Ton Truck	65.14	2,221.80	0.00
1960	1960 American LaFrance (Antique)	Not Applicable	8,507.29	450.35
1961	1984 Chevrolet ¾ Ton Diesel	Not Applicable	101.34	0.00
1962	2015 GMC Sierra 2500 HD 4 X 4	Not Applicable	3,312.25	26.73
1981	2016 Mobile Air Trailer	Not Applicable	Not Applicable	0.00
Boat 13	19" Rescue One Connector Boat	734.10	247.80	1,007.31
Boat 19	14" Zodiac Inflatable	Not Applicable	0.00	0.00
Trailers	2009 Boat Trailer Double Stack	Not Applicable	0.00	0.00
U-Trailer	Utility Trailer (Small)	Not Applicable	81.38	0.00
Cmd Trl	2006 FEMA Trailer	Not Applicable	0.00	0.00
MISC	RELATED VEH EXPENSES	4,445.07	15,988.55	3,202.75
	Total Vehicle Maintenance	62,284.90	78,151.31	53,443.00
	EQUIPMENT OTHER	11,724.54	13,716.61	3,334.14
	TOTAL VEH/EQUIP EXPENSES	74,009.44	91,867.92	56,777.14
	BUDGETED (\$ 80,000)			
	GASOLINE & FUELS (\$ 40,000)	22,240.55	16,422.24	5,279.69
	FY-BUDGETED TOTAL (120,000)	96,249.99	108,290.16	62,056.83
	Total over / under Budget	-23,750.01	11,709.84	

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

10. Chief Johnson emphasized to the board that it is important to remember in the future that we must subtract the \$ 38,000.00 from the total budget identified above.



5. Grounds and Buildings:

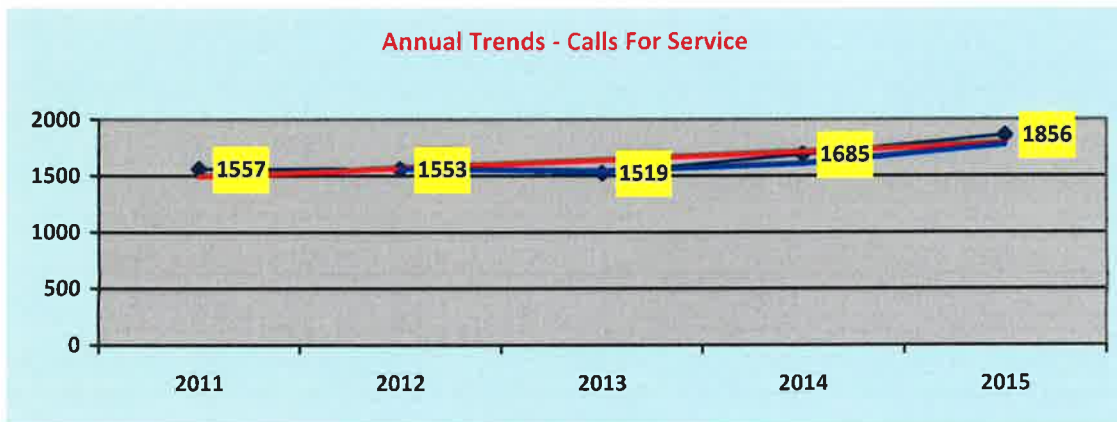
1. The Chief stated that power has been turned on in our new storage building at Station 19. Payment for the electrical work in the amount of \$ 20,408.00 came from the Trail of Terror funds. In order to reduce electricity costs, the entire building was outfitted with LED lighting. He further stated that he is in the process of getting bids to install a gas heating system in the building similar to the system utilized in the apparatus bay at Station 19.
2. The Chief stated that our Station 13 kitchen project is completed minus grouting for the wall tiles. We did all the work in-house with the exception of the cabinets. Funds for the remodeling job also came from the TOT funds.
3. With the 2016 Trail of Terror (TOT) fast approaching we are also in final preparation of working on our grounds at Station 13 in order to accommodate this year's event which starts on Friday September 30, 2016, next week and runs every weekend through Monday October 31, 2016
4. The Chief stated that last Friday September 16, 2016, our entire plumbing backed up at Station 19, after the transfer station pump stopped working. Our 2000 gallon septic tank was filled to capacity and overflowed. This required emergency work after hours and the only septic tank Service provider that responded was Al's Septic Tank Service. Our pump was replaced and our 2000 gallon septic tank was cleaned out. Total costs were \$ 1,000.00 for the repairs and the service call. Everything is back to normal and in working order.
5. The Chief stated that 30 of the 32 cameras ordered to address security issues at Station 19 have been installed. The remaining two (2) cameras will be installed in identified blind spots. We are now in the process of automating the security system in order to view the cameras on-line and at Station 13. The system backs up to a hard drive at station 19 and the cloud. Early next year the Chief stated that we will also install a similar system at Station 13. The Chief stated that he will show the members of the board the capabilities of the system next month during our meeting at Station 19. He also stated that we will install cameras on our storage building and tie the system into the overall security system now in place at station 19.
6. The Chief stated that since we now have electrical service to our storage building at Station 19, we will also put in service our fuel tanks. We have two (2) 1000 gallon fuel tanks, one (1) for Diesel and one (1) for Gasoline. The tanks will be installed in accordance with the North Carolina Fire Prevention Code Chapter 3, Sections 312, and Chapter 24 Sections



5. Fire Conditions:

- Chief Johnson briefed the members on our current call volume through September 2016. Currently our call volume is trending below last year's responses.
(See Charts below – Monthly calls by year and annual trend line chart.)

SPFD INCIDENT RESPONSE DATA						
MONTH	2011	2012	2013	2014	2015	2016
JANUARY	143	116	135	158	161	159
FEBRUARY	166	115	135	123	173	136
MARCH	134	110	126	139	142	156
APRIL	127	111	99	144	159	139
MAY	116	103	119	145	161	144
JUNE	136	138	136	139	169	126
JULY	122	135	101	181	152	135
AUGUST	120	140	118	130	150	175
SEPTEMBER	135	115	97	122	152	
OCTOBER	134	136	124	130	139	
NOVEMBER	100	153	112	131	145	
DECEMBER	117	134	113	143	164	
TOTALS	1557	1532	1519	1685	1861	1170



6. Training Report:

- The Chief stated that all four (4) of our Chief Officers completed the Chief Officer Professional Development Series while attending FRI-2016 in San Antonio Texas in August. Assistant Chief S. Johnson and K. Murphy are still scheduled to attend the one (1) week Training Officers Certification Course through CPSE at the Charlotte Fire Academy starting October 17 through 21, 2016.



2. Both Assistant Chiefs Murphy and Johnson are scheduled to participate in the one (1) week CPSE Training Officers Credentialing Course next month at the Charlotte Fire Department training academy.
3. Due to the Trail of Terror (TOT) next month all training during the month of October is cancelled, with only critical make up classes that can't be postponed.

E: REPORT OF THE TREASURER:

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

Current Fund Balances:	As of today is	\$	1,025,944.86	First Citizens
			CD	\$ 155,014.69 = 11.5% of Budget.
Total Cash Flow Available		\$	1,180,959.55	Total Available Funds

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Final Fiscal Year 2015 – 2016 Budget Information

Approved County FY 15/16 Budget	956,289.00
County Budget Funding Received YTD \$	942,428.00
County Budget Funding Pending YTD \$	13,861.00

Approved Fayetteville FY 15/16 Budget \$	394,942.61
Fayetteville City Funding Received YTD \$	394,942.61
Fayetteville City Funding Pending YTD \$	0.00

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

Approved Town of Hope Mills Contract FY 15/16 Budget \$	48,559.00
Town of Hope Mills Contract Funding Received YTD \$	57,714.11
Hope Mills Budget Funding Pending YTD \$	0.00

Other Income Hope Mills-Old Mutual Aid (\$ 12,000.00 Anl)	\$ 12,000.00
Town of Hope Mills Full Responder Contract Fee =	\$ 36,559.00
Town of Hope Mills 1 time Debt Assumption Payment	\$ 16,451.06-On-Going 07-01-14

Combined City / Hope Mills & County Approved FY 15/16 Budget	\$ 1,399,790.61
Combined City / HM & County Budget Received YTD - \$	1,395,084.70
Combined City HM & County Budget Pending - \$	4,705.90
Other Income CCFCA - \$	0.00
Other Income /Tax Refund (Sales & Fuel Tax) - \$	8,442.53
Assistance to Firefighters Grant (AFG) Funds - \$	790,710.00

Total Board Funds YTD received 15/16 to date all Sources \$ 2,194,237.25



Fiscal Year 2016 – 2017 Budget Information

Approved County FY 15/16 Budget	998,945.00
County Budget Funding Received YTD \$	35,329.00
County Budget Funding Pending YTD \$	963,616.00

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

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

Approved Town of Hope Mills Contract FY 15/16 Budget \$	57,714.00
Town of Hope Mills Contract Funding Received YTD \$	0.00
Hope Mills Budget Funding Pending YTD \$	57,714.00

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 <small>based on last year's pay out</small>
Town of Hope Mills 1 time Debt Assumption Payment	\$ 16,451.06-On-Going

Combined County / COF / & Hope Mills Approved FY 16/17 6 Budget	\$ 1,471,195.80
Combined City / HM & County Budget Received YTD - \$	35,329.00
Combined City HM & County Budget Pending - \$	1,435,866.80
Other Income CCFCA - \$	0.00
Other Income /Tax Refund (Sales & Fuel Tax) - \$	25,403.00
Assistance to Firefighters Grant (AFG) Funds - \$	0.00

Total Board Funds YTD received 15/16 to date all Sources \$ 60,733.78

1. Vice Chairman Townsend in the absence of Treasurer Turlington provided the financial transactions for the months of June and July 2016 for the monthly director's review. He also provided the monthly oversight reports for the same months. After a review by the members present, Chairman Brown called for a MOTION, with Director Joel Siles introducing a **MOTION** to approve the financial transaction reports for the months of June and July 2016 along with the oversight reports for the same months. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. (See Enclosure # 2 & 3)
2. **Auxiliary Account** - Treasurer Kelly Bower via e-mail provided the Auxiliary treasurer's fund balance as of today at \$ **198,214.64** (See Enclosure # 4)
3. **Miscellaneous FF Account** - The Chief stated that there is no change to our current fund balance of \$ **5,797.72** with a deposit pending.
4. **Pension Fund** – There is no change to the Pension Fund and the current Pension Fund balance with North State Bank remains at \$ **61,457.45**. Pension Fund Treasurer Townsend advised that the 2016 pension fund disbursement should be coming up prior to our return in September with a direct deposit.



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.
6. The Chief presented to the board copies of the approved Cumberland County Adopted Funding (Budget) Memorandum dated July 1, 2016 for Fiscal Year 2016 – 2017. (See Enclosure # 5) and the Purchase Order from the City of Fayetteville for Fire and EMS Services dated September 9, 2016 (See Enclosure # 6)

F: REPORT OF COMMITTEE'S:

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

➤ Deputy Chief Johnson Jr., briefed the members of the board concerning the Vehicle Replacement Committee's work on the new Engine and Rescue Truck. He reminded the board members that the new Engine would replace Engine 1311 a 1981 Pierce truck that is now 35 years old and worn out. In fact the truck has been moved to a reserve Engine status due to the age of the truck. The new Rescue truck will replace our 1999 Pierce Arrow Rescue truck that we sold to Carolina Trace VFD about two years ago. The new truck will be larger and built to accommodate our current rescue provider needs. He passed around specifications and pricing for each truck and answered questions from the board. In order to take advantage of an open contract with Pierce MFG, a new Pierce Arrow-XT Cab is recommended for both apparatus. The Arrow-XT cab is a cab built for heavier use, also referred to as a commercial cab and is the current cab of choice for many of the career departments including the City of Fayetteville. Deputy Chief Johnson Jr., talked about the various options and also explained the difference between the Rescue Truck and Engine Company. He informed the board members that best option would be to pursue the new pre-pay options which would provide a savings of about \$ 64\$ 63,531.00 between the two trucks. A discussion followed on financing, and he recommended to go with the ten (10) year plan and to look for the best financing option and recommended a tax exempt loan. The Chief added that he will contact First Citizens Bank to inquire about a tax exempt loan, which he felt sure they could accommodate. The Chief stated that a tax exempt loan brings a lower interest rate, but it does require additional steps to go through in order to finalize the transactions. He stated that Lynne Hall, our First Citizens Bank representative had called him several times to inquire if we were ready. He stated that he would call her in the morning. Chief Johnson Sr. stated that cost for the new 2017 Pierce Arrow-XT Rescue Truck is \$ 776,794.00 and the new Arrow-XT Engine is \$ 679,237.00 for a total of \$ 1,456,031.00 before the pre-pay. If we accept the pre-pay option a savings of \$ 63,531.00 will be applied with a remaining balance of \$ 1,392,500.00 and he recommended that we borrow 1.4 million and finance for ten (10) years. Deputy Chief Johnson stated that it would take Pierce MFG approximately twelve (12) months to build the Engine Company and approximately 18 months to build the Rescue truck. Once all the questions and concerns were answered Chairman Brown opened the floor for a motion. Director Joel Siles made a **MOTION** to approve the purchase of two (2) Pierce Arrow-XT Cabs, one each for a Rescue and Engine Company utilizing the pre-payment option and to authorize the Chief to pursue financing option and obtain the best possible terms and conditions. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. Both Chief Johnson Sr. and the Deputy Chief Johnson Jr. thanked the members of the board on behalf of our members and for their continued support of our fire, rescue and EMS mission and hoped to have lots of answers ready for our next meeting in October. He felt sure that with a tax exempt loan, we will have



to announce a public hearing, and have both Cumberland County Commissioners and the City of Fayetteville Council bless the loans, confirming that we have standing service contracts in place.

5. Budget Committee -

No Report

G. OLD BUSINESS:

1. The Chief updated the members of the board on the CCFCA Freedom Application issue. All the tablets are in and stored pending the OSSI Freedom Application purchase. He stated that hopefully all the bureaucratic requirements will be done in order to get the tablets implemented by November 2016.
2. The Chief stated that our department participated with the 4th of July parade in Hope Mills and the Hope Mills parade is always enjoyable. We really support this parade with many of our apparatuses. Again this year our members dressed up as super heroes, which is a favorite for the children.
3. The Chief stated that our summer family picnic on Saturday August 6, 2016 was fun for everyone that came out and participated in the festivities and enjoyed the food and camaraderie. He thanked the members of the board that came out and spent some time with the membership and their families.
4. The Chief reminded the members of the board that our annual Trail of Terror (TOT) fund raiser starts next week, and challenged the members to come out and go to the Trail. He stated that we will operate every weekend Friday and Saturday from 8 to 11 pm until Monday October 31, 2016.
5. Chief Johnson informed the members of the board that work and preparation is on-going for our accreditation site review. All our FESAM categories will be uploaded by the listed suspense date of September 30, 2016. He stated that we will ask for an extension to upload the required exhibits. We have been preparing for paper exhibits however our PEER Team Leader requested to go paperless and submit all our exhibits on line.

H. NEW BUSINESS:

1. The Chief stated that we received an invitation from Village Baptist Church on McPherson Church Road to attend the 9-1-1 Memorial Service. 2016 is the fifteen year anniversary of 9-1-1. He stated that Deputy Chief Johnson Jr., will attend the service with an Engine, whereas Chief Johnson is attending a service in Hoke County. (See Enclosure # 7)
2. The Chief passed around a final Thank You Note from Mrs. Camille Grupy thanking us for all the support during Al's sickness and for our part in his memorial service. (See Enclosure # 8)
3. The Chief passed around a Thank You Note from Corrina Carpenter. Her husband Robert Carpenter was a former Lieutenant with our department and passed away. We supplied an Engine to provide his final and last ride. Lieutenant Carpenter who took his first Fire Engine ride on Engine 1333 was provided his final ride on Engine 1333 touring his last



station of assignment at Fort Bragg and back to Rockfish Church for his memorial service. (See Enclosure # 9)

4. Chief Johnson passed around a Thank You Note from retired Department of Insurance (DOI) and Office of the State Fire Marshal (OSFM) Sr. Rating Inspector A.C. Daniels. Chief Daniels wife passed away from complications dealing with cancer. Our department sent flowers. (See Enclosure # 10)
5. The Chief passed around a Lumbee River Utilities shield flyer for consideration. The flyer does provide some financial relief if any of the items listed on the flyer were to afflict our Station 19 department and storage building. After a brief discussion the board authorized Chief Johnson Sr., to pursue the listed options and make the final decision.
6. The Chief passed around a "Thank You" note from Mission BBQ thanking us for what we do during their 9-1-1 First Responder appreciation day. We send an Engine and Crew to the event on 9-1-1. Mission BBQ also sponsored one of our Thursday night snack nights and provided an assortment of BBQ to our department. (See Enclosure # 11)
7. Chief Johnson explained to the board that Category 9 of the 9th Edition of the FESSAM requires a records retention and destruction policy. This is a change from the 8th Edition and in order to comply we contacted the North Carolina Division of Archives and Records for further guidance. Municipal Fire Departments fall under the Cities records and retention policy, however volunteer departments have no guidance. The N.C. Division of Archives and Records provided a list of applicable records which we included in our new Records Retention and Disposition Schedule. Chief Johnson passed around a copy of the 2016 Stoney Point Fire Department Records Retention and Disposition Policy for the members to review. He stated that our policy addresses records and forms that we deal with and our policy now follows N.C. destruction guidance. After a general discussion amongst the Chief and members of the board, Chairman Brown called for a motion to approve or disapprove the new policy.

A **MOTION** was made by Director Joe Siles to approve 2016 Stoney Point Fire Department Records Retention and Disposition Policy as presented by the Chief. The motion was **SECONDED** by Vice Chairman Larry Townsend and **APPROVED** by all members present. (Chief Johnson stated the policy is too large to attach as an enclosure but the policy will added to our list of policies and posted in our Policy Book and our Web-Page after the Chief Deputy assigns a policy number.

8. Chief Johnson Sr., brought up to the board, that while we are on accreditation, he was sure that some of the board members recall over the last several years right after we started our new Fiscal Years he or the Deputy Chief met with several of you to review our external and standing contracts with outside agencies and Memorandums of Agreements. Because in the past we have completed this in July or August or during months when do not hold regular monthly board meetings, our reviews were captured on a memorandum. This year because of so many distractors, the chief was not able to meet with board members to review. Therefore we will discuss our external documentation review tonight. The Chief stated that he will still prepare a memorandum and attached it as an enclosure to the minutes. The Chief advised that as in previous years all our external contracts and agreements are valid and current with no changes recommended. Vice Chairman Larry Townsend stated unless there are any objections from anyone



we will take no action on the matter unless changes are required. Chairman Brown called for any other comments and stated that unless there is an objection all applicable documents remain in effect as is. With no objections from the directors the matter was closed without any further action. (Enclosure # 12)

I: CLOSED SESSION - WHEN APPLICABLE:

N/A

I: ADJOURNMENT:

Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Director Joe Siles to adjourn. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. The meeting adjourned at 2050 hours. **The next meeting is scheduled for Tuesday October 18, 2016 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Angus R. Pate
ANGUS R. PATE
Secretary

Cc.

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

1 Enclosures:

1. SPFD Board of Directors Attendance Roster September 20, 2016
2. Board Financial Oversight Memorandum June 2016
3. Board Financial Oversight Memorandum July 2016
4. E-Mail Auxiliary Treasurer – Auxiliary Account Balance
5. CC Memorandum – FY 2016-2017 Approved Budget
6. City of Fayetteville PO – FY 2016-2017 Budget
7. Invitation Village Baptist Church 9-1-1 Service
8. Thank You Note – Mrs. Camile Grupy.
9. Thank You Note – Mrs Corrina Carpenter
10. Thank You Note – Chief A. C. Daniles
11. Thank You Note – Mission BBQ
12. Memorandum for Record dated September 20, 2016 - External Relationships



2016

**BOARD OF DIRECTORS
ATTENDANCE ROSTER**

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

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.

• *N/A = Board Treasurer Al. Grupy passed away during the summer break after long battle with cancer. A replacement will be appointed by the Board at a future meeting.

Enclosure # 1 Board Minutes September 20, 2016

**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
Alan R. Grupy
Treasurer
Angus Pate
Secretary
Jerry Hall
Member
Joel A. Siles
Member
James G. Turlington
Member
Freddy L. Johnson Sr.
Fire Chief

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

Reference: Additional Internal Financial Control & Segregation of Duties

June 2016

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.

 Y I have found no discrepancies. **See Note Below**

 I have discrepancies as indicated below.

*No Action Required
Larry Townsend*

Note: Need to follow up on check 18708 for \$250.00 for possible insurance reimbursement for towing. Issue to be resolved by September financial report.


Larry D. Townsend

19 Sep 16
Date

**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
Alan R. Grupy
Treasurer
Angus Pate
Secretary
Jerry Hall
Member
Joel A. Siles
Member
James G. Turlington
Member
Freddy L. Johnson Sr.
Fire Chief

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

Reference: Additional Internal Financial Control & Segregation of Duties

July 2016

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

 19 Sept 16
Date



Freddy Johnson <spfd1301@gmail.com>

Meeting

1 message

treasurer spfd <treasurer.spfd@gmail.com>
To: Freddy Johnson <Spfd1301@gmail.com>

Tue, Sep 20, 2016 at 1:14 PM

The auxiliary account has \$198,214.64 in it. Please let me know if there is anything else you need.

Kelly Bower

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



CUMBERLAND
COUNTY
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager

OFFICE OF THE COUNTY MANAGER

July 1, 2016

MEMORANDUM

TO: STONEY POINT FIRE DISTRICT

FROM: AMY H. CANNON, COUNTY MANAGER *AKC*

SUBJECT: ADOPTED FUNDING FOR FISCAL YEAR 2016-2017

The budget for your fire district, as adopted by the Board of County Commissioners, is stated below:

ADOPTED FIRE DISTRICT 10.0 cent: \$ 998,945

If you have any questions, please contact the budget office at 678-7744 or 678-7766.

Enclosure # 5
SPFD Board Minutes 9-20-2016

INVOICE TO:
 FINANCE DEPARTMENT
 P.O. DRAWER D
 FAYETTEVILLE, N.C. 28302
 (910) 433-1673

CITY OF FAYETTEVILLE
 PURCHASING OFFICE
 433 HAY STREET
 FAYETTEVILLE, NC 28301
 910-433-1942
 (FAX) 910-433-1680

PURCHASE ORDER NO.

129393 OP

Page 1

DATE 9/09/16

PURCHASE ORDER NUMBER MUST BE ON ALL SHIPMENTS AND CORRESPONDENCE.

ORDERED FROM: Stoney Point Fire Dept. Inc
 7221 Stoney Point Road
 Attn: Chief Freddy Johnson
 Fayetteville NC 28306

SHIP TO: City of Fayetteville
 Fire Department
 632 Langdon St
 Fayetteville NC 28301

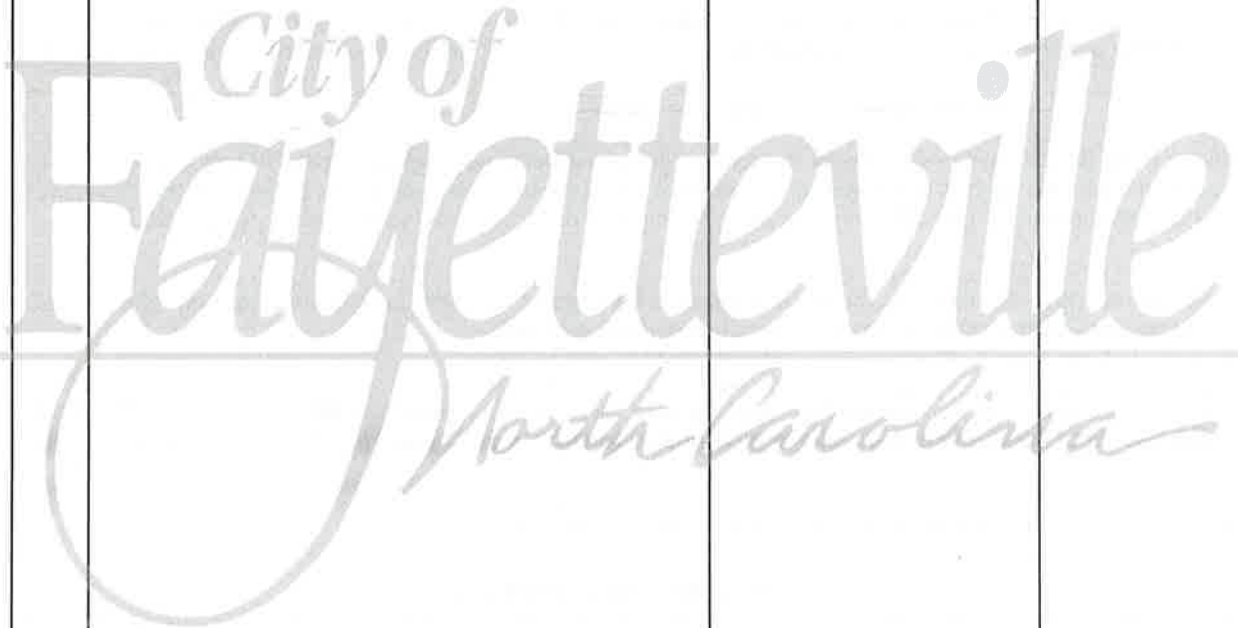
*** REQUEST FAX NUMBER ***

BUYER: Mitchell, Michael W.

DELIVERY BY	FOB / SHIPPING TERMS	PAYMENT TERMS	DEPARTMENT/DIVISION
09/09/16	N/A	DUE UPON RECEIPT	FIREPROTECTION

THIS ORDER ISSUED SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE HEREOF:

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
	LS	FIRE AND EMS SERVICES 43540.8490 PROVIDED BY STONEY POINT FIRE DEPARTMENT PER CONTRACT ENTERED INTO ON JULY 1, 2016	.0000	414,536.80
SUB-TOTAL				414,536.80
SALES TAX				
TOTAL PURCHASE ORDER				414,536.80



THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT.

Cheryl J. Spivey

AUTHORIZED SIGNATURE

Enclosure # 6
 SPFD Board Minutes 9-20-2016

DOR COPY



Mike Heath
Minister of Adult Education

Living God's Purpose



September 12, 2016

Stoney Point Fire Department
7221 Stoney Point Road
Fayetteville, NC 28306

Dear Chief Freddy Johnson,

We at Village Baptist Church are so very appreciative that you and your fellow officers could attend our very special 9/11 service honoring First Responders. We are so truly Blessed that you could be here as a part of our prayer Celebration; and even more Blessed, you have chosen to dedicate your life to serving us and our community. May God Be With You as you continue to put your life on the line every day on our behalf.

God Bless and Keep You!

Dr. R.C. Suehr II

Jim Biermann
Administrator

Chris Ferger
Minister of Music/911 Service Coordinator

Enclosure # 7
SPFD Board Minutes 9-20-2016

To Chief Johnson, Clarkie, the men and
women of the fire department and
The Board of Directors

Please accept my sincere and
abundant gratitude for all that
you have done for Al + me.

Al was very proud to be a part
of Stoney Point and was honored
to serve on the Board of Directors.

In the final years that God
granted him, he physically could
not participate, but was there
in spirit. My most precious
memory will be the enlarged
framed portrait that made his
funeral service complete and
brought joy to our family. Your
generous support throughout his
health issues will never be
forgotten. Stoney Point excels
not only because of your
dedication to the community but
because of the leadership, friendship
and "heart" that exists there.

Forever grateful,
Camille Grupp

Thank You

Just to say
a **BIG** thank you
for everything

Thank you so much for supporting us during this time. Thank you for letting us use an engine to take Robert Fort Bragg. He ride through been so happy and would have been that you did grateful to know that you did grateful for him. I will be grateful for him. Sincerely,
Corinna Carpenter

During a time

like this we realize

how much our

family and friends

really mean to us...

Your expression

of sympathy will always

be remembered

By the family of

Carrie A. Daniels

Chief Johnson & Stoney Point Fire,

*Thank you for the lovely
plant that you sent to the
funeral. We appreciate you
thinking of our family. We will
certainly enjoy the plant in the
days ahead. Thanks again
for your support.*

The Daniels Family

Amy 860.335.8395
Community Ambassador

Dear Stoney Point Firefighters,

Thank you for allowing me to
visit your station on July 6th.
Hope you enjoyed the food. If
there is anything we can do for
you please do not hesitate to call.
Thank You All For what you do!

Proudly Serving Those Who Serve
Amy and All Your Friends at
Mission BBQ

**STONEY POINT
FIRE DEPARTMENT INC.**
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Parkton, North Carolina 28371
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28306-8005



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Vice President
Gary Turlington
Treasurer
Angus Pate
Secretary
Jerry R. Hall
Member
Joel A. Siles
Member
Vacant
Member
Freddy L. Johnson Sr.
Fire Chief

MEMORANDUM FOR RECORD

FROM: Freddy L. Johnson Sr. Fire Chief

DATE: September 20, 2016

REFERENCE: SPFD Standard Operating Guideline – 10A.007 Development & Implementation of Interagency Agreements SOG – Annual Review

In accordance with Stoney Point Fire Department Standard Operating Guideline (SOG) 10A.007 Fire Chief Freddy L. Johnson Sr., and all directors present during the monthly Board of Directors meeting on Tuesday September 20, 2016 reviewed all applicable outside Memorandum of Agreements (MOA) contracts and Automatic / Mutual Aid Agreements.

Chief Johnson Sr., stated normally we do this during the month of July or at the beginning of our Fiscal Year as outlined in our applicable SOG. Because we do not have Board of Directors meeting due to summer vacations during the months of July and August, we have not recorded these reviews in our minutes, and therefore waited until our September meeting to review this requirement. We do have all the relevant compliance memorandums for each fiscal year in our file. All applicable documents applicable to this review are all in effect and active. No Action required.

CF:
1 – Accreditation File