



**STONEY POINT FIRE DEPARTMENT INC.**

**Stations 13 & 19**

2190 Lake Upchurch Drive, Parkton, North Carolina 28371

Telephone: (910) 424-0694 Fax: (910) 425-2795

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November 28, 2017

SUBJECT: Minutes of the Monthly Board of Directors Meeting November 28, 2017

The monthly Board of Directors' meeting of the Stoney Point Fire Department Inc., was called to order by Chairman Brown and was led in prayer by Secretary Pate at 7:30 PM. The meeting was conducted at Station 19.

**A: Roll Call:**

**Members Present:**

Daniel C. Brown	Chairman
Larry D. Townsend	Vice. Chairman
Gary Turlington	Treasurer
Angus Pate	Secretary
Jerry R. Hall	Member
Roger F. Hall	Member
Freddy L. Johnson Sr.	Fire Chief

**Members Absent:**

Joel Siles -	Member
Freddy Johnson Jr.	Dep. Chief
Sean Johnson	Asst. Chief

**B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:**

1. N/A

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

1. Secretary Pate presented the minutes from the October 10, 2017 annual and monthly Board of Directors meeting for review and approval. Chairman Brown called for the approval of the October 10, 2017 Board of Directors monthly meeting minutes. **MOTION** A motion was made by Vice Chairman Larry Townsend to approve the October 10, 2017 Annual and Monthly Board of Directors minutes as presented. The motion was **SECONDED** by Treasurer Gary Turlington and **APPROVED** by all members present.

**D: REPORT OF THE FIRE CHIEF:**

1. **General Information.**
2. **Guests:** Mr. Lamarr Johnson, with Lamarr Johnson and Associates Insurance and VFIS underwriter briefed and reviewed each of our policies and liability coverages pertaining to our automotive, buildings, portable equipment and general liabilities along with accompanying umbrellas. Mr. Johnson made several recommendations for the board to consider concerning a county-wide life insurance and a department Low-Sap retirement policy that is eligible under our state relief fund. The board tabled further discussion on our overall coverages until the January 2018 meeting at Station 13.

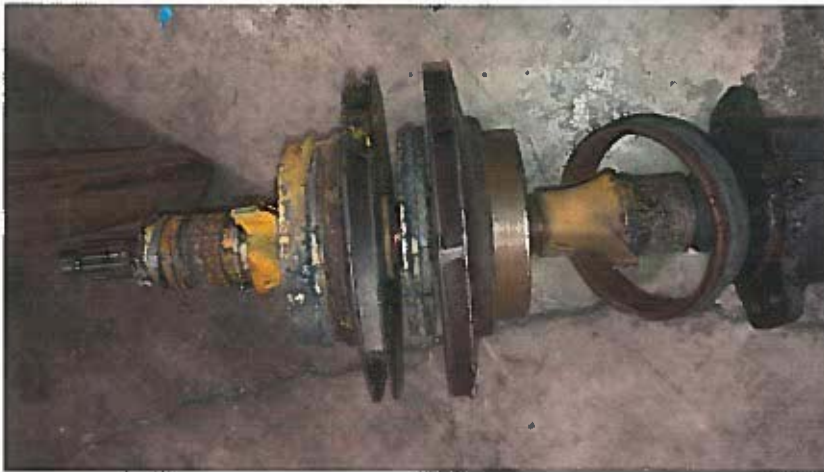


### 3. Personnel:

1. The Chief stated that our current total membership, counting all our support staff is 121 members. We started recruit class 17-05 on November 4, 2017 with 8 new recruits. We also continue to have applications in our wait list file. The Chief stated that he continuously asks new applicants to consider going to neighboring departments, whereas their chiefs are complaining about their recruiting efforts.
2. The Chief briefed the directors concerning the completion of the NCOEMS investigation concerning one of our members who had his EMT certification suspended pending the investigation. The investigation has been completed and our member's credentials have been restored and he is again functioning as a full EMT.

### 4. Vehicles:

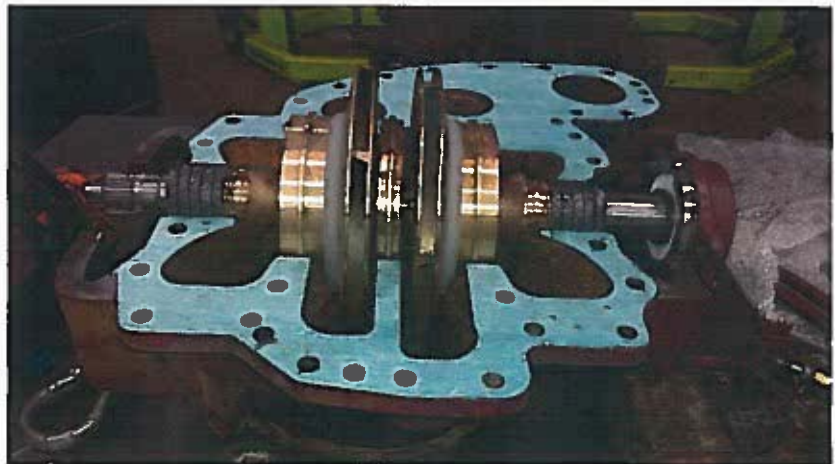
1. During the early part of November Engine 1932's pump stopped working. After tracing down the problem Atlantic Emergency Services (AES) broke down the pump. After



removing the pump housing it was discovered that the pump impellor was damaged and destroyed on the 31 year old truck. Engine 1932 is a 1986 Pierce Dash truck and is our second out truck here at Station

19. It was determined that the damage was caused by a broken clapper valve that rusted off and made its way into the pump housing and impellor shaft.

Rocks were also found in the impellor shaft housing. The Chief passed around pictures of the damaged impellers and the new replacement impellers. It's a 1250 GPM Waterous pump and the housing is still in great shape. This will put new life into the



trucks pumping capacity whereas it should once again exceed the pump's 1250 capacity. Once all the work on the pump has been completed, the truck will be service tested to insure the pump is meeting the manufacture's pumping capacity and expectations. Pump service testing is something we do every year with all our pumps.

2. The Chief advised that the long awaited **Ladder** truck donation by the City of Fayetteville to our organization has taken place. The truck was delivered on the 15<sup>th</sup> of November to Station 19. We have started the refurbishing process, which will take a while. The truck needs cleaning, body work and some parts replacement including lights. We will exchange several old style flood lights with new and modern LED lighting. We will paint the top of the cab white, while compounding and waxing the bottom half of the truck in order to bring out the red luster in the paint. This will be completed with a commercial compound,



followed by the application of premium wax. We will also re-letter the truck with our logo and lettering to match our fleet. The truck will be numbered Truck 1351 which is a county ladder company truck number standard. We will also conduct and complete extensive training with the unit before it is placed in service. Work will be completed as time permits, whereas work on our new

Rescue truck will have priority. The truck will be housed at Station 19 and only moved to Station 13 when the truck is needed as a back-up for the COF. Work on the truck that can be completed in-house will be completed by our maintenance technicians Captain Stoudt and Engineer Stewart, assisted by various members of our organization that have needed expertise will also assist. A volunteer firefighter with the Cotton Fire Department who is a professional painter will assist us with all required painting and body work for a minimal fee. We hope to be able to utilize the Cumberland County Schools Bus Garage paint booth to complete the required roof top painting. The truck will be housed during the refurbishing process in our maintenance facility here at Station 19, and unless the truck is needed by the COF as a backfill will more than likely be housed here at Station 19.



3. Engine 1311 has been taken out of service and donated to a Columbus County Volunteer Fire Department that was totally obliterated during Hurricane Matthew last year in 2016. The truck is a 1981 model Pierce Dash, and was originally purchased by the Bonnie Doone



Fire Department, and later turned over to the City of Fayetteville. Once they took the truck out of service, we traded GYM equipment for two (2) 1981 Pierce Dash Trucks. We placed 1311 back in service as our reserve engine and used the other truck as a parts truck. The parts truck still comes in handy although many of the parts have been cannibalized from the truck. The truck is stored behind the Station 19 Storage building and still has good body parts along with a good transmission and motor should we need it. The truck we are donating to

Columbus County still runs and pumps. We will also leave some old excess equipment on the truck, and remove it from our inventory.

4. The Chief advised that our Deputy Chief along with Assistant Chiefs Murphy, Johnson S. and Captain Kline on November 19 through 21 traveled to Appleton Wisconsin and visited

the Pierce MFG Rescue Plant in order to conduct the final completion inspection of our new walk-in Rescue Truck. They found several and minor discrepancies that will be corrected by Pierce before the truck is delivered to Atlantic Emergency Services (AES) our Pierce representative here in Fayetteville. Once at AES the truck will be checked over and delivered to our department. The truck is scheduled to ship sometimes in early December. The truck will be temporarily housed at Station 19 in order to conduct our equipment mounting and training and we hope to place the unit in service sometimes after the 2018 NCAFC Mid-Winter Conference where the apparatus will be displayed in Concord NC.



5. The Chief advised that truck 1371 our 2016 GMC 1500 Sierra was taken back to Flow GMC for warranty work. The truck is back in service at Station 13. 1371 is a quick response vehicle also known as a QRV and responds to medical calls. Flow GMC technicians found no issues with the unit and stated that issues we reported are normal. The unit is now back in service.

## 6. Maintenance, Equipment and Fuel Expenses

FY 2017-2018 Vehicle, Equipment and Fuel Expenditures as of November 28, 2017 (List from Quicken) (Previous two (2) Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 15/16	FY 16/17	FY 17/18
1311	1984 Pierce Dash Engine	3,049.25	1,330.01	0.00
1319	1960 American LaFrance (Antique)	8,507.29	4,753.97	80.00
1331	2017 Pierce Arrow-XT	Not Applicable	Not Applicable	29,179.62
1332	2004 Pierce Dash Engine	13,909.12	6,217.27	35,855.36
1333	1988 Pierce Dash Engine	767.14	48,983.80	715.31
1341	1990 AMC General 5 Ton Cargo Brush	2,109.89	427.53	220.72
1351	1996 E-One 75ft Ladder Truck	Not Applicable	Not Applicable	0.00
1362	2015 GMC Sierra 2500 HD 4 X 4	42.80	1,643.38	0.00
1371	2016 GMC Sierra 1500 4 X 4	Not Applicable	6,616.79	0.00
1391	Future Command Vehicle 2018	Not Applicable	Not Applicable	0.00
Rescue 13	2017 Pierce Arrow-XT-Walk In	Not Applicable	Not Applicable	49.07
1931	2004 Pierce Dash Engine	5,725.94	8,514.85	23,605.95
1932	1986 Pierce Dash Engine	963.70	7,301.45	4.54
1941	1984 AMC 5 Ton Truck	2,221.80	4,870.27	643.48
1961	1984 Chevrolet ¾ Ton Diesel-Lift Gate	101.34	243.58	0.00
1962	2015 GMC Sierra 2500 HD 4 X 4	3,312.25	26.73	208.07
1963	2017 – Auxiliary Support Trailer	Not Applicable	Not Applicable	0.00
1981	2016 Mobile Air Trailer	Not Applicable	268.60	0.00
Rescue 19	1984 International Rescue (1376)	19,877.91	3,826.56	2,169.61
Boat 13	19" Rescue One Connector Boat 50 HP	247.80	1,007.31	0.00
Boat 19	14" Zodiac Inflatable 25 HP	0.00	0.00	0.00
Trailers	2009 Boat Trailer Double Stack	0.00	0.00	0.00
U-Trailer	Utility Trailer (Small)	81.38	0.00	0.00
Cmd Trl	2006 FEMA Trailer	0.00	23.75	23.75
MISC	<b>RELATED VEH EXPENSES</b>	15,988.55	7,817.04	3,082.69
	<b>Total Vehicle Maintenance</b>	78,151.31	103,846.16	95,838.17
	<b>EQUIPMENT OTHER</b>	13,716.61	16,281.37	3,613.99
	<b>TOTAL VEH/EQUIP EXPENSES</b>	<b>91,867.92</b>	<b>120,127.32</b>	<b>99,452.16</b>
	<b>BUDGETED (\$ 80,000)</b>			
	<b>GASOLINE &amp; FUELS (\$ 40,000)</b>	16,422.24	22,079.38	9,020.55
	<b>FY-BUDGETED TOTAL (120,000)</b>	<b>108,290.16</b>	<b>142,206.70</b>	<b>108,472.71</b>
	<b>Total over / under Budget</b>	<b>-11,709.84</b>	<b>+ 22,206.70</b>	

## 5. Grounds and Buildings:

- The contractor that installed our floor at Station 13 repaired our floor earlier back in June and the floor again requires additional repairs. The Chief stated that the floor has a life time warranty and he has contacted the contractor concerning the required repairs.



The repairs are required prior to our annual family Christmas dinner on the 10<sup>th</sup> of December 2017. Contractor Robbie Stone informed Chief Johnson that he will be here on Monday December 4<sup>th</sup> to make all necessary repairs.

2. The Chief provided a quick follow-up concerning the re-sealing and needed repairs to our asphalt driveways both here at Station 19 and Station 13. Division Chief Hanzal has been in contact with Diamond Construction, but we needed to wait until warmer weather is in the forecast, whereas we need temperatures all day above 60 degrees. We may have to postpone this project until early spring next year.
3. The Chief advised the members of the board that with all our trailers and vehicles and now with the addition of the Ladder truck we are forced to park our service pick-ups 1362, 1962 and our new air support trailer 1981 outside. In order to better protect our outside fleet we have ordered a new 3 space 30 X 32 carport that will be installed at 13 in order to provide protection from the elements and direct sun-light damage.
4. The Chief reported that we are in need of some additional outside yard hydrants and need to extend our irrigation system around the maintenance and storage building here at Station 19. American Well & Pump Company is doing the work. A permit from the Health Department was acquired in order to drill the irrigation well. The company found water at 51 feet, we will now bring electrical service to the well site and install the applicable water lines. This project is on-going weather and time permitting. American Well and Pump charged \$ 4,100.00 for digging the well and installing the essential pump materials. Water was found on the far side of our maintenance building near the end of our driveway. We will construct and enclose the pump house utilizing materials from the TOT and left over siding from the station 19 storage building.
5. Our overhead door # 7 here at Station 19 is again inoperative after just having been repaired by Marvin Allen Door Company. The company has been contacted and we are waiting on them to come in and make the necessary corrections.
6. The Chief reported that ants this year have really been a problem. In order to address the widespread issue we will be purchasing some ant killer chemicals in order to attempt to eradicate the tiny pests. This is a problem at both stations.
7. The septic tank at Station 13 has been a problem lately requiring pumping. This is an issue that we are looking into. Although we were annexed into the city back in 2004 / 2005 according to the COF sewer line installation our area is not slated for sewer lines until 2023 which is still 6 years away.



8. Fire Conditions:

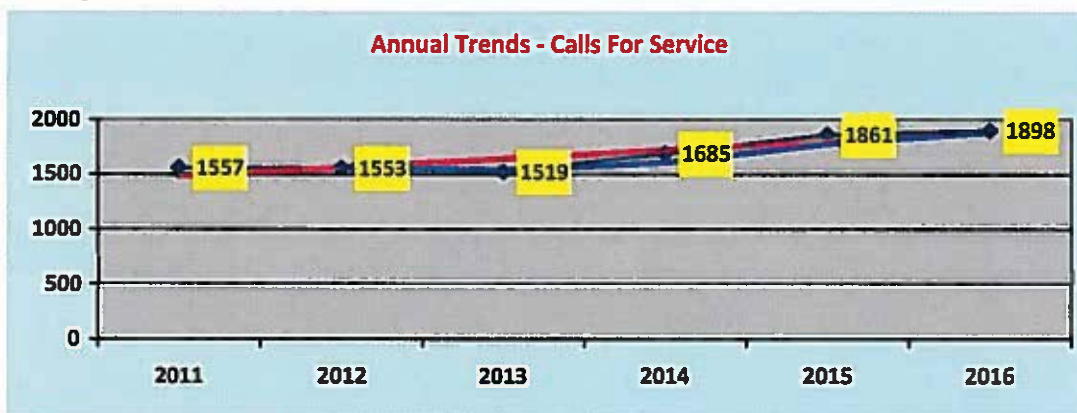
1. Chief Johnson briefed on our current call volume through October 2017.

(See Charts below – Monthly calls by year and annual trend line chart.)

<b>SPFD INCIDENT RESPONSE DATA</b>						
<b>MONTH</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>JANUARY</b>	116	135	158	161	159	163
<b>FEBRUARY</b>	115	135	123	173	136	141
<b>MARCH</b>	110	126	139	142	156	138
<b>APRIL</b>	111	99	144	159	139	134
<b>MAY</b>	103	119	145	161	144	120
<b>JUNE</b>	138	136	139	169	126	100
<b>JULY</b>	135	101	181	152	135	153
<b>AUGUST</b>	140	118	130	150	175	147
<b>SEPTEMBER</b>	115	97	122	152	169	120
<b>OCTOBER</b>	136	124	130	139	198	150
<b>NOVEMBER</b>	153	112	131	145	147	
<b>DECEMBER</b>	134	113	143	164	119	
<b>TOTALS</b>	<b>1532</b>	<b>1519</b>	<b>1685</b>	<b>1861</b>	<b>1803</b>	<b>1366</b>

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

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



6. Training Report:

1. With the anticipation of the new ladder company Chief Murphy is already in the planning stages of coordinating an Aerial Ladder certification course. This class will be mandatory for all our current Driver / Operators before they will be allowed to train on the new ladder company. The training will be set up early next year. The in-house and hands on training will be conducted by Captain Brown, who currently operates ladder companies for the City of Fayetteville.



- We are also in the final stages of planning and coordinating Active Shooter response training courses that meet the new emergency responder protocols. This is an on-going county-wide effort.

**REPORT OF THE TREASURER**

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

Current Fund Balances:	<b>As of today is</b>	\$ 1,445,446.12	First Citizens
	CD as of Oct 10, 2017	\$ 210,390.11	= <b>14.5% of Budget.</b>
	<b>Total Cash Flow Available</b>	<b>\$ 1,655,836.23</b>	<b>Total Available Funds</b>

**Fiscal Year 2017 – 2018 Budget Information**

<b>Approved County FY 17/18 Budget</b>	<b>954,426.00</b>
County Budget Funding Received YTD \$	287,282.49
County Budget Funding Pending YTD \$	667,143.51

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

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

<b>Approved Town of Hope Mills Contract FY 17/18 Budget \$</b>	<b>57,714.00</b>
Town of Hope Mills Contract Funding Received YTD \$	6,000.00
Hope Mills Budget Funding Pending YTD \$	51,714.00

Other Income Hope Mills-Old Mutual Aid (\$ 12,000.00 Anl)	\$ 12,000.00
Town of Hope Mills Full Responder Contract Fee =	\$ 45,714.00 based on last year's pay out
Town of Hope Mills 1 time Debt Assumption Payment	\$ 16,451.06-On-Going

<b>Combined County / COF / &amp; Hope Mills Approved FY 17/18 Budget \$</b>	<b>1,447,272.25</b>
Combined City / HM & County Budget Received YTD - \$	284,683.96
Combined City HM & County Budget Pending - \$	1,116,874.29
Other Income CCFCA - \$	0.00
Other Income /Tax Refund (Sales & Fuel Tax) - \$	66,622.84
Assistance to Firefighters Grant (AFG) Funds - \$	0.00

**Total Board Funds YTD received 17/18 to date ALL SOURCES \$ 577,471.46**

- Vice Chairman Larry Townsend presented the August 2017 transaction and oversight report to the membership along with all reports and documentations. He informed the members that his review revealed no discrepancies. A review of the documentation along with a discussion amongst board members followed. Chairman Brown called for a motion to approve or disapprove the financial report. **MOTION:** Director Roger Hall made a motion to approve both the treasurer's report and the oversight reports for the months of





June and July 2017. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. (See Enclosure # 2)

2. **Auxiliary Account** - Treasurer Tracie Johnson via e-mail provided the Auxiliary treasurer's fund balance as of today at \$ **299,909.41**
3. **Miscellaneous Firefighter Account (Ice & Cans)** - The Chief stated that there is no change to our current fund balance of \$ **4,675.14** with ice deposits pending. The Chief provided a list of expenditures over the FY 16-17 and current fiscal year to date.
4. **Relief Fund** – There is no change to the Relief Fund and the current Relief Fund balance with North State Bank remains at \$ **61,734.59** as of September 29, 2017. Our CD is set up on a month to month maturity which is always around the 11th of the month. Relief fund treasurer Larry Townsend advised that we recently received an electronic deposit and he will provide the new amount during our January 2018 meeting.
5. **Child Passenger Safety Seat Account** – The current CPSS fund balance with Wells Fargo is \$ **1,350.75**. This fund is exclusively for CPS equipment and is maintained by donations.

#### **F: REPORT OF COMMITTEES**

- |    |   |            |
|----|---|------------|
| 1. | Policy Committee -                          | No Report  |
| 2. | Building & Grounds Committee -              | No Report  |
| 3. | Small Tools & Gear Committee -              | No Report  |
| 9. | Equipment & Vehicle Replacement Committee - | No Report  |
| 5. | Budget Committee -                          | No Report. |

#### **G: OLD BUSINESS**

1. The Chief reminded the directors about our up-coming Annual Christmas Dinner next week, Sunday the 10<sup>th</sup> of December at 1 pm at Station 13. Our guest speaker this year is North Carolina Emergency Management Director Mike Sprayberry. The chief also stated that Senator Meredith, Representative Szoka, County Manager Cannon, City Council Member Crisp and Fire Chief Ben Major have been invited to attend.
2. The Chief updated the membership concerning the Public Safety Task Force (PSTF) and on-going issues with the county contract and funding changes. He advised that both Vice Chairman Townsend and Director Roger Hall attended the last meeting and will attend future meetings scheduled in January and February 2018 at the Crown Center complex. A discussion amongst the board members followed.

#### **H. NEW BUSINESS**

3. Chief Johnson advised the members that Lieutenant Gorman's Dad and Hope Mills Commissioner Bob Gorman passed away suddenly and unexpected. He was suffering from a medical condition but his sudden passing was not expected.



4. Chief Johnson passed around for review the total tally for the Trail of Terror for the Directors to review. He stated that about \$ 100,000 of the funds will go towards new equipment for the rescue and ladder truck. Approximately \$ 30,000 will be laid to the side to go into the new truck balloon fund. We have a final truck payment which includes one single balloon payment in our tenth and final year of \$ 159,000. It is our intent to lay aside about \$ 30,000 annually from the TOT funds until the \$ 159,000 is accumulated and then make the payment. A double payment of \$ 318,000 during any fiscal year is not favorable with our budget.
5. Chief Johnson inquired with the members of the board concerning the scheduled December meeting. With our annual Christmas Dinner coming up on the 10<sup>th</sup> of December and the fast approaching 2017 Christmas holidays, he recommended canceling the December meeting. He will however contact the members should an unforeseen emergency arise that would necessitate board action. Director Jerry Hall made a **MOTION** to cancel the December 2017 directors meeting due to the Christmas holiday season. The motion was **SECONDED** by Director Roger Hall and **APPROVED** by all members present. Chairman Brown directed Chief Johnson to post the necessary public notice on our web page and station display sign announcing the meeting cancellation.

#### **I: CLOSED SESSION - WHEN APPLICABLE:**

1. N/A

#### **I: ADJOURNMENT**

With no further business Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Vice Chairman Larry Townsend to adjourn. The motion was **SECONDED** by Treasurer Gary Turlington and **APPROVED** by all members present. The meeting adjourned at 2030 hours. **The next Board of Directors meeting will be on January 18, 2018 at Station # 13 @ 7:30 PM.**

Respectfully Submitted:

*Angus Pate*

ANGUS PATE  
Secretary

#### **Cc.**

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

#### **2 Enclosures:**

1. SPFD Board of Directors Attendance Roster November 28, 2017
2. SPFD Financial Oversight Memorandum – August 2017



2017

BOARD OF DIRECTOR'S & PRIMARY STAFF  
ATTENDANCE ROSTER

##	NAME	JAN (17) Sta. 13	FEB (21) Sta. 19	MAR (21) Sta. 13	APR (18) Sta. 19	MAY (16) Sta. 19	JUN (20) Sta. 19	JUL (18) Sta. 13	AUG (15) Sta. 19	SEP (19) Sta. 13	OCT (10) Sta. 19	NOV (28) Sta. 19	DEC (19) Sta. 19
01	Daniel C. Brown - President(2020)	P	P	N/A	P	P	P	N/A	N/A	N/A	P	P	N/A
02	Larry Townsend V-President (2018)	P	P	N/A	P	P	P	N/A	N/A	N/A	P	P	N/A
03	Angus Pate - Secretary (2020)	P	P	N/A	P	X-E	P	N/A	N/A	N/A	X-E	P	N/A
04	Gary Turlington – Treasurer (2018)	P	P	N/A	P	X-E	P	N/A	N/A	N/A	P	P	N/A
05	Joel Siles – (2018)	P	X-E	N/A	P	X-E	P	N/A	N/A	N/A	X-E	X-E	N/A
06	Jerry Hall – (2018)	P	X-E	N/A	X-E	P	P	N/A	N/A	N/A	P	P	N/A
07	Roger Hall (2020)	P	P	N/A	P	P	P	N/A	N/A	N/A	P	P	N/A
08	Freddy Johnson Sr. - Chief (Annually)	P	P	N/A	P	P	P	N/A	N/A	N/A	P	P	N/A
09	Freddy Johnson Jr. - Deputy Chief	X-E	P	N/A	X-E	P	P	N/A	N/A	N/A	P	X-E	N/A
10	Sean Johnson – Asst Chief	P	P	N/A	X-E	P	P	N/A	N/A	N/A	P	X-E	N/A
11	Kevin T. Murphy – Asst. Chief	X-E	X-E	N/A	X-E	X-E	X-E	N/A	N/A	N/A	X-E	X-E	N/A

**P-Present - A-Absent - N/A - No Meeting Conducted A-E - Absent & not required to attend by invitation only. N/A No Meeting-P-T telephonic participation.**

- Due to summer vacations Board of Directors meetings are not scheduled for the months of July and August unless there is a pressing need or emergency.
- The March 21, 2017 Meeting was canceled during the February 2017 meeting due to the CFAI Commission hearing in San Diego, CA where our Chief Officers and members of the board have to appear.
- The September 19, 2017 meeting was canceled due to board member sickness and surgeries that precluded a quorum.
- Unless there is an unforeseen emergency and due to the Christmas Holidays, our annual Christmas dinner on Sunday December 10, 2017, whereas the November 28, 2017 meeting will also serve as our December meeting.

Enclosure # 1 Board Minutes November 28, 2017

**STONEY POINT  
FIRE DEPARTMENT INC.**

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



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

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

Reference: Additional Internal Financial Control & Segregation of Duties

## August 2017

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

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

I have found no discrepancies.

I have discrepancies as indicated below.

  
Larry D. Townsend

Nov 27, 17  
Date