

STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

7221 Stoney Point Road, Fayetteville, North Carolina 28306-8005

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November 16, 2010

SUBJECT: Minutes of the Monthly Board of Directors Meeting November 16, 2010

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

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry Townsend	Vice Chairman
Alan Grupy	Treasurer
Jerry R. Hall	Director
Freddy L. Johnson Sr.	Fire Chief
Freddy Johnson Jr.	Deputy Chief
Matthew Williams	Asst. Chief

Members Absent:

James Bullard (E)	Director
Angus Pate (E)	Secretary
Joel Siles (E)	Director

B: ANNUAL/SPECIAL/PUBLIC HEARING MEETING:

Not Applicable

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

In the absence of Secretary Pate, Chief Johnson Sr. presented the minutes from the October 26, 2010 Board of Directors meeting for review and approval. Chairman Brown called for the approval of the presented minutes. **MOTION** A motion was made by Director Larry Townsend to approve the October 26, 2010 minutes. The motion was seconded by Director Alan Grupy and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

General Information: Chief Johnson briefed the board members that we currently have Volunteer Firefighter Kyle Lawler staying at Station 19 and Volunteer Ty-Ray Fisher from Jacksonville, North Carolina has applied for membership and will also reside at Station 19. FF Fisher was staying with us while attending the local Fayetteville Technical Community College Fire Academy. He is graduating on Friday and wants to stay here instead of returning to Jacksonville. He will go to work with Autry Grading until such time he can find a firefighters job. In the mean time he will volunteer with us. ¹

Guests: None

¹ Monthly SPFD Board of Directors Meeting November 16, 2010

Personnel:

1. No Change, we currently have eight (8) new members in our basic recruit training class and we will not start a new class until January 2011. The current eight (8) are all doing well so far. Recruit Firefighter Weeks, Abbas, and Ty-Ray Fisher completed their training packet and received their black helmet.
2. Both officers that were unsuccessful during the first round of Fire Officer Level 1 testing by the Department of Insurance (DOI) past their test during the retesting phase conducted on Sunday October 14, 2010. We have two officers left to complete the requirement. One only needs to test and the other needs to take the Instructor Methodology and complete the Fire Officer Level 1 book and successfully pass the written examination. This should occur early next year. Our Captains will take the Fire Officer Level 2 course starting this weekend at Robeson Community College (RCC).

Vehicles:

1. The water tank currently in our spare engine does not leak. It will be removed and replace the water tank in 1932 which has critical rust damage causing a massive water leak. This should occur over the next 30 to 45 days and depending on the weather.²
2. We still monitoring Engine 1931 and the radiator fluid issue. No action has been taken but we are waiting just a bit due to the current fluid has not broken down to the point to cause damage.

Grounds and Buildings:

No Report

Fire Conditions:

1. Chief Johnson Sr. that during the month of October 2010 we responded to 139 emergency calls, and with winter fast approaching our structure fire responses will increase over the next four (4) to five (5) months. This is normal for this time of the year.

Training Report:

1. Chief Murphy attended a Fire Safety Seminar at Robeson Community College dealing with fire safety issues and the consequences if safety procedures are not implemented.
2. During the months of November and December we are mostly scheduling make up and working with our recruits.

Accreditation:

1. Our final turn in meeting is scheduled for December 6 & 7, 2010 here at Station 13 with our accreditation manager.

² Monthly SPFD Board of Directors Meeting November 16, 2010 Page 2 of 5

E: REPORT OF THE TREASURER:

1. Treasurer Grupy presented the treasurers and financial report for review and approval.

Current Fund Balances:	As of today is \$	286,694.89 checking
	CD \$	151,788.73 North State Bank
	Total Cash Flow Available \$	438,483.62 Available Funds³
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Approved County FY 10/11 Budget	\$	790,321.00
County Budget Funding Received YTD	\$	94,180.00
County Budget Funding Pending YTD	\$	696,141.00
County Budget Collected over approved budget	\$	0.00
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Approved Fayetteville FY 10/11 Budget	\$	310,584.41
Fayetteville City Funding Received YTD	\$	103,528.12
Fayetteville City Funding Pending YTD	\$	207,056.29
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Combined City & County Approved Budget	\$	1,100,905.41
Combined City & County Budget Received YTD	\$	197,708.12
Combined City & County Budget Pending	\$	903,197.29
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Other Income Hope Mills	\$	0.00
Other Income CCFCA	\$	0.00
Other Income Miscellaneous (Sales & Fuel Tax)	\$	2,688.90
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Safer Grant Approved for FY 10/11	\$	TBD
Safer Grant Income Received FY 10/11	\$	56,782.66
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Total Board Funds received FY 10/11 all Sources	\$	257,179.58

2. Treasurer Al Grupy presented the financial transaction report and update for the month of October 2010 and Director Larry Townsend presented to the Board a Memorandum outlining his oversight review for the month of October 2010 with no discrepancies noted for the listed month (See Enclosure # 1) and asked the board members to approve the Financial Transaction and oversight report for the month of October 2010. **MOTION** A motion was made by Director Jerry Hall to approve both the financial transactions as presented by the treasurer and reviewed by Director Townsend. The motion was seconded by President Daniel Brown and **APPROVED** by all members present. (Because there were only four members in attendance President Brown seconded the motion since both director Grupy and Townsend presented the report for approval).
3. Auxiliary treasurer Kathy Picon advised that we sold 9860 tickets and made \$ 118,041.00 on the Trail of Terror. We also sold 432 children tickets and made \$ 1,298.00 on the Trail of Candy. Our overhead for the trail was right at \$ 36,932.18 subtracted from the \$ 118,041.00 our 2010 profit was \$ 81,108.82. The total current auxiliary fund balance is \$ 120,448.28. Lieutenant Whitman is working on the final report which will be submitted at a later date.

³ Monthly SPFD Board of Directors Meeting November 16, 2010 Page 3 of 5

F: REPORT OF COMMITTEES:

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

G: OLD BUSINESS:

1. Our mobile data computers are still at the City of Fayetteville and we are waiting on them to deliver the computers and implement the new technology. According to Chief Nichols a net motion issue is the current hold up.

Vice President Larry Townsend is now the official treasurer for the Local Firemen's Relief Board. He has taken care of all the paperwork with the bank.

2. The Chief stated that we served 9860 paying customers to our trail of terror. We also served over 400 children and their parents that came out for the Trail of Candy. We will use part of the fund to purchase much needed new protective gear. We are looking at purchasing 20 to 25 sets. The remaining funds will be utilized for future trails and some furniture for the television room at station 13. The furniture in that room due to high use is worn out and needs replacement.
3. Chief Johnson stated that he has not replaced the position held by former Lieutenant Mark Rasdall who resigned to take a job with the Southern Pines Fire Department. Instead he has been working FF. Timothy Piltz in a part time position covering during the day. The stated that he was notified this morning that FF. Piltz was picked up the State Highway Patrol for Driving While Impaired. Without a valid driver's license he will not be of any use as a full/part time paid employee. A valid driver's license is prerequisites for the job. He stated that he had several people on a waiting list for a full time position.
4. The Chief reminded all members that our annual Christmas dinner is scheduled for Sunday December 19, 2010 at 1 pm here at station 13.
5. Chief Johnson Sr. brought the membership up-to-date on the Public Safety Task Force initiatives resulting from the most recent meeting on Wednesday November 10, 2010.

H. NEW BUSINESS:

1. Chief Johnson Sr. shared with the report recent firefighter fatality reports and talked about the dangers of working at accident or fire scenes on highways and or Interstates. Two South Carolina Firefighters from the Columbia Fire Department were critically

⁴ Monthly SPFD Board of Directors Meeting November 16, 2010 Page 4 of 5

injured while working a median fire last week on Interstate 20. Although we have a move over law, requiring motorists to move over for emergency vehicles we continue to suffer injuries and fatalities. He stated that we continually stress safety and liability issues with our membership.

2. Chief Johnson wished all the board members a happy and safe Thanksgiving Holiday.
3. Chief Johnson stated that a roster for volunteer firefighters to sign up during Christmas Eve, Christmas Day and the day after has been posted and is almost full. It is customary to ask for volunteers to fill in during this critical time period. The roster calls for five volunteer members, an officer, engineer, and 3 firefighter/EMT. The five (5) volunteer along with our 4 member paid staff provides us with sufficient Coverage to man both stations.
4. Director Larry Townsend informed the membership that our crew that responded to his next door neighbors call for help due to a serious medical condition did a good job. Chief Johnson stated that he would pass it on to the responding crew.

I: CLOSED SESSION - WHEN APPLICABLE:

Not Applicable

J: ADJOURNMENT:

There being no further business, a **MOTION** was made by Director Jerry Hall to adjourn. The motion was seconded by Director Alan Grupy and **APPROVED** by all members present. The meeting adjourned at 2005 hours. The next meeting is scheduled for December 21, 2010 at Station 13.

Respectfully Submitted for Secretary Pate:

Freddy L. Johnson Sr.

FREDDY L. JOHNSON SR.
Fire Chief



2 Enclosures:

1. Board Financial Oversight Memorandum Dated October 2010
2. Board Attendance Roster November 16, 2010⁵

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Vice President
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Secretary
Al Grupy
Treasurer
James P. Bullard
Member
Jerry R. Hall
Member
Joel A. Siles
Member
Freddy L. Johnson Sr.
Fire Chief

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

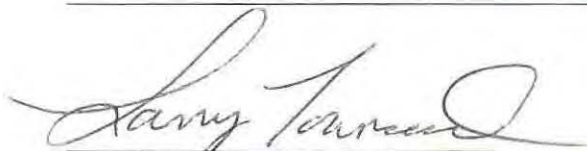
October 2010
MONTH

In order to establish and maintain enhanced internal controls, including monitoring of ongoing financial and accounting principles of our organization 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 Accountant, addressed to the Stoney Point Board of Directors addressing Segregation of Duties, and whereas the Stoney Point Board of Directors appointed Director Larry Townsend to conduct and perform said duties.

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

I have found no discrepancies

Discrepancies are indicated below


Larry Townsend

Nov 15, 2010
Date

ENCLOSURE # 2 SPFD Board Minutes November 16, 2010

2010

**BOARD OF DIRECTORS
ATTENDANCE ROSTER**

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President(2012)	P	P	P	P	P	P	N/A	N/A	P	P	P	
02	Larry Townsend V-President (2014)	P	P	P	A	P	P	N/A	N/A	P	P	P	
03	Alan R. Grupy - Treasurer (2012)	P	P	P	P	P	P	N/A	N/A	P	P	P	
04	Angus Pate - Secretary (2012)	P	P	P	P	P	P	N/A	N/A	P	P	A	
05	Joel Siles -- (2014)	A	P	P	P	P	P	N/A	N/A	P	P	A	
06	James Bullard - (2014)	P	A	P	P	A	P	N/A	N/A	A	A	A	
07	Jerry Hall - (2014)	P	A	P	P	P	P	N/A	N/A	P	P	P	
08	Freddy Johnson Sr. - Chief	P	P	P	P	P	P	N/A	N/A	P	P	P	
09	Freddy Johnson Jr. - Deputy Chief	P	P	P	P	P	A	N/A	N/A	A	P	P	
10	Matthew W. Williams - Asst Chief	P	A	P	P	A	P	N/A	N/A	A	P	P	
11	Sean Johnson - Asst Chief	P	P	N/A	N/A	N/A	A	N/A	N/A	N/A	N/A	N/A	
12	Kevin Murphy - Asst Chief	N/A	P	N/A	N/A	N/A	A	N/A	N/A	N/A	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