

STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

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

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E-Mail spfd13@nc.rr.com

December 21, 2010

SUBJECT: Minutes of the Monthly Board of Directors Meeting December 21, 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 Angus Pate at 7:30 PM. The meeting was conducted at Station 13.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry Townsend	Vice Chairman
Alan Grupy	Treasurer
Angus Pate	Secretary
Joel Siles	Member
Freddy L. Johnson Sr.	Fire Chief
Freddy Johnson Jr.	Deputy Chief
Matthew Williams	Asst. Chief

Members Absent:

Jerry Hall	Member
James Bullard	Member

B: ANNUAL/SPECIAL/PUBLIC HEARING MEETING:

Not Applicable

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

Secretary Pate, presented the minutes from the November 16, 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 November 16, 2010 minutes. The motion was seconded by Director Joel Siles and **APPROVED** by all members present. Chairman Brown thanked Chief Johnson Sr. for completing the minutes in the absence of Secretary Pate.

D: REPORT OF THE FIRE CHIEF:

General Information: Chief Johnson stated in the spirit of the upcoming Christmas Holidays this weekend he will only report on essential items during this meeting.¹ He thanked the Board of Directors for their commitment to serve on the board and supporting our fire protection initiatives along with their leadership during 2010. He also stated that 2011 will bring much of the same as we strive to move forward with our strategic and approved long range goals.

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Guests: None

Personnel:

1. Two of our members Lieutenant Wendell Lee and Engineer Kenneth Dudley completed the Fire Officer Level II course in Robeson County last month. Both past the 100 question examination with Engineer Dudley scoring a 99%. Our remaining officers elected to attend the up-coming seminar in Wilmington to complete their Fire Officer II requirements on January 7, 8 & 9, 2011.
2. Chief Johnson stated that he will hire Firefighter John Marshburn for the full time position opening on B Shift effective January 1, 2011. John is fully qualified and meets our minimum standards for the position. He is currently working part time during the day with all the shifts learning his full time responsibilities.
3. Our next recruit school is starting on Saturday January 8, 2011 with four (4) new members.

Vehicles:

1. Engine 1932 is still out of service due to the water tank issue. The recent cold weather has hampered our efforts to work on the truck. Our reserve Engine 1311 has been moved up.
2. Engine 1931 is currently at H&H Garage with fuel injector problems.. Engine 1331 has been moved to Station 19 to fill in while it is out of service. We hope to have the truck back in service next week after Christmas.

Grounds and Buildings:

No Report

Fire Conditions:

1. Chief Johnson Sr. that during the month of November 2010 we responded to 140 incidents and we will break about 1500 calls for 2010. A average of about 125 calls per month and a 12% increase over 2009. The increase will remain steady especially with the BRAC initiative during 2011.

Training Report:

1. Chief Johnson stated that an annual training report for 2010 is forthcoming in 2011 at a later meeting.

Accreditation:

1. We have another core group meeting this week on Thursday December 23, 2010 here at Station 13. ²

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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 \$	730,230.81 Checking
	CD \$	151,788.73 North State Bank
	Total Cash Flow Available \$	882,019.54 Available Funds³
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Approved County FY 10/11 Budget	\$	790,321.00
County Budget Funding Received YTD	\$	600,368.00
County Budget Funding Pending YTD	\$	189,953.00
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	\$	155,292.18
Fayetteville City Funding Pending YTD	\$	155,292.23
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Combined City & County Approved Budget	\$	1,100,905.41
Combined City & County Budget Received YTD	\$	755,660.18
Combined City & County Budget Pending	\$	345,245.30
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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	\$	815,131.74

2. Treasurer Al Grupy presented the financial transaction report and update for the month of November 2010 and Director Larry Townsend presented to the Board a Memorandum outlining his oversight review for the month of November 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 November 2010. **MOTION** A motion was made by Director Joel Siles to approve both the financial transactions as presented by the treasurer and reviewed by Director Townsend. The motion was seconded by Director Angus Pate and **APPROVED** by all members present.
3. There was no financial report provided on behalf of the auxiliary.

F: REPORT OF COMMITTEE'S:

1. **Policy Committee** - No Report
2. **Equipment & Vehicle Replacement Committee** - No Report
3. **Building & Grounds Committee** - No Report

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4. **Small Tools & Gear Committee** - No Report
5. **Budget Committee** - No Report ⁴

G: OLD BUSINESS:

1. There has been no change with the implementation of our mobile data computers. We are still waiting for the COF to finalize the project. Chief Nichols stated that sometimes early next year is the new target date.
2. The Chief stated that the Christmas Dinner this past Sunday was a very nice gathering with 284 in attendance, with Director Townsend, Pate, Grupy and Siles in attendance. Chief Benny Nichols was the guest speaker, with Cumberland County Emergency Services Director Kenny Currie and Fort Bragg Deputy Fire Chief Mark Melvin also in attendance. Plaques for years of service, Incident Attendance, and Firefighter of the Year were presented. A special presentation was made to the Trapp family for their community volunteerism on behalf of our annual Trail of Terror.

H. NEW BUSINESS:

1. Chief Johnson advised that our Volunteer Christmas Re-Imbursement Checks were handed out during the Christmas Dinner. These checks represent payment for incident response as well as overnight duty. Our current rate is \$ 5.00 for every night spend at the fire station for overnight duty as well as \$ 3.00 per call re-imbursement. Our officers receive \$ 5.00 per call.
2. Chief Johnson stated that our By-Laws are ready for review and will present them during the January 2011 meeting.

I: CLOSED SESSION - WHEN APPLICABLE:

Not Applicable

J: ADJOURNMENT:

There being no further business, a **MOTION** was made by Director Larry Townsend to adjourn. The motion was seconded by Director Joel Siles and **APPROVED** by all members present. The meeting adjourned at 2030 hours. The next meeting is scheduled for January 18, 2011 at Station 13.

Respectfully Submitted:

Angus R. Pate

ANGUS R. PATE
Secretary

2 Enclosures:

1. Oversight Memo Director Larry Townsend (November 2010)
2. Board Member Attendance Roster December 21, 2010

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Station 19 – Lake Upchurch
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Parkton, North Carolina 28371



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President
Larry Townsend
Vice President
Angus Pate
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

November 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

Dec 21, 2010
Date

ENCLOSURE # 2 SPFD Board Minutes December 21, 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	P
02	Larry Townsend V-President (2014)	P	P	P	A	P	P	N/A	N/A	P	P	P	P
03	Alan R. Grupy - Treasurer (2012)	P	P	P	P	P	P	N/A	N/A	P	P	P	P
04	Angus Pate - Secretary (2012)	P	P	P	P	P	P	N/A	N/A	P	P	A	P
05	Joel Siles - (2014)	A	P	P	P	P	P	N/A	N/A	P	P	A	P
06	James Bullard - (2014)	P	A	P	P	A	P	N/A	N/A	A	A	A	A
07	Jerry Hall - (2014)	P	A	P	P	P	P	N/A	N/A	P	P	P	A
08	Freddy Johnson Sr. - Chief	P	P	P	P	P	P	N/A	N/A	P	P	P	P
09	Freddy Johnson Jr. - Deputy Chief	P	P	P	P	P	A	N/A	N/A	A	P	P	P
10	Matthew W. Williams - Asst Chief	P	A	A	P	A	P	N/A	N/A	A	P	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	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	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