



STONEY POINT FIRE DEPARTMENT INC.
Stations 13 & 19

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



September 18, 2012

SUBJECT: Minutes of the Monthly Board of Directors Meeting September 2012

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 Secretary Pate. At 7:30 PM. The meeting was conducted at the Station 13.

A: Roll Call:¹

Members Present:

Daniel C. Brown	Chairman
Larry Townsend	Vice Chairman
Alan R. Grupy	Treasurer
Angus Pate	Secretary
Jerry R. Hall	Member
Gary Turlington	Member
Freddy L. Johnson Sr.	Fire Chief
Freddy L. Johnson Jr.	Deputy Chief
Matthew W. Williams	Assistant Fire Chief

Members Absent:

Joel A. Siles 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 June 19, 2012 Annual Membership / Board of Directors meeting for review and approval. Chairman Brown called for the approval of the June 19, 2012 minutes. There were no board meetings conducted during the months of July and August 2012 due to annual summer vacations. **MOTION** A motion was made by Member Jerry Hall to approve the June 19, 2012 Annual Membership and Board of Directors meeting minutes as presented by the Secretary. The motion was **SECONDED** by Director Gary Turlington and **APPROVED** by all members present.

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D: REPORT OF THE FIRE CHIEF:

General Information:

1. Guests: None

2. Personnel:

1. The Chief stated that our active firefighter roster is currently at 80 volunteer members plus our paid and auxiliary staff. Our current total membership is 121. The chief stated that he was cutting back on the volunteer staff from 80 to 70. We currently have currently have 13 on each nightly duty shift. We are going to cut that back to 10 per nightly shift. He stated that we have also started a permanent Friday night duty crew, but we are still publishing a weekend duty roster with no plans on changing that in the near future.
2. The Chief stated that we average about 2 new volunteers per week. We currently have a waiting list with 16 applicants. He stated that he does recommend other area fire departments to all applicants placed on the waiting list. He stated that he doesn't see to start a new recruit class until next year.

1. Vehicles:

1. The Chief stated that Engine 1932 – Tank Problem under warranty repaired put back in service today.
2. All our apparatuses have been serviced over the last 60 days. We service our fleet every 3000 miles or 300 engine hours.
3. FY 2011-2012 Vehicle & Equipment Expenditures. (List from Quicken)

1311-(1984 Pierce Dash)	\$ 4,243.72
1331-(2004 Pierce Dash)	\$ 6,415.08
1332-(2004 Pierce Dash)	\$11,320.42
1333-(1989 Pierce Dash)	\$
1361-(1999 Pierce Arrow)	\$ 395.13
1362-(2008 Ford F-350)	\$ 2,697.99
1371-(2002Chevrolet 1500 HD)	\$ 1,912.62
1376-(1997 EVI International)	\$ 3,226.16 ²
1391-(2007 Ford Crown Victoria)	\$ 517.60
1931-(1994 Spartan Gladiator)	\$ 8,048.11
1932-(1986 Pierce Dash)	\$ 8,566.88
1941-(1987 Chevrolet ¾ Ton)	\$ 1,287.11
1991-(1984 Chevrolet Blazer 4X4)	\$ 715, 60
Boat 13	\$ 364.17
Related Vehicle Expenditures	\$13,290.47
Maintenance Communications	\$ 3,190.53
Maintenance Equipment	\$14,422.73
Total Maintenance	\$ 80,614.32

Gasoline & Fuel Expenses: \$ 35,041.12

Combined Total \$ 115,655.44



2. Grounds and Buildings:

1. There have been no major issues with our building and grounds. We are in the process of preparing our grounds at Station 13 for the Trail of Terror.

3. Fire Conditions:

1. 2012 Year to date we have responded to a total of **989** calls. He stated that our call volume increased over the last 90 days. (Please see the table below for additional call volume information).

2.

 SPFD INCIDENT RESPONSE DATA 			
MONTH	2010	2011	2012
JANUARY	108	143	116
FEBRUARY	87	166	134
MARCH	132	134	110
APRIL	123	127	110
MAY	111	116	103
JUNE	150	136	138
JULY	146	122	131
AUGUST	121	120	147
SEPTEMBER	140	135	
OCTOBER	145	134	
NOVEMBER	134	100	
DECEMBER	138	117	
TOTALS	1535	1551	989

4. Training Report:

1. Over the last 90 days our departments has scheduled many training make up hours as we prepare for our ISO inspection in October. The Chief past around a training roster broke down by ISO training categories. He explained to the members how the hours are calculated. He stated that an officer in our department in order to receive max credit must complete about 285 hours. A new driver operator must complete about 301 hours, a certified driver operator require 273 annually while a basic firefighter must complete 261 training hours. The Chief indicated that members identified with red in the various columns do not have the required training hours for max credit. We still have until the end of the month to record training. Many of our members are now taking on-line courses in order to get their remaining hours. It is our GOAL to max the training category.

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	\$	550,135.10 checking
	CD	\$	153,843.53 = 13% of Budget.
	Total Cash Flow Available	\$	836,035.94 Total Available Funds

Approved County FY 11/12 Budget	\$	838,091.00
County Budget Funding Received YTD	\$	856,245.00
County Budget Funding Pending YTD	\$	0.00
Approved Fayetteville FY 11/12 Budget	\$	328,240.00
Fayetteville City Funding Received YTD	\$	328,240.00
Fayetteville City Funding Pending YTD	\$	0.00

Combined City & County Approved Budget	\$	1,166,331.00
Combined City & County Budget Received YTD	\$	1,148,563.00
Combined City & County Budget Pending	\$	17,768.00

Other Income Hope Mills	\$	0.00
Other Income CCFCA	\$	0.00
Tax Refund (Sales & Fuel Tax)	\$	6,334.15
Other Income Miscellaneous-	\$	12,319.10
Cost of Goods Sold	\$	4,500.00
Safer Grant Income FY 09-12	\$	131,838.57

Total Board Funds received 11/12 to date all Sources \$ 1,339,476.82

1. Treasurer Al Grupy presented the financial transaction report and update for the month of April 2012 and Vice Chairman Townsend presented the April 2012 Financial Oversight Memorandum with no deficiencies listed to the membership. (See Enclosure # 7) Chairman Brown called for the approval of the April 2012 Financial Transactions and the presented Oversight Report. A **MOTION** was made by Director Mr. Joel Siles to approve both the financial transactions and oversight memorandum as presented by the treasurer. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. Mr. Townsend stated that he has not completed the May report to due to the late arrival of the Bank Statement from BOA. ³
2. Treasurer Grupy also passed around the latest Certificate of Deposit with North State Bank in the amount of \$ 153,843.53. The CD renewed on May 7, 2012 for six (6) Months. (See Enclosure # 8)
3. Auxiliary Treasurer Kathy Picon provided the current Auxiliary treasurer's fund balance as of September 18,2012 is \$ 156,020.13. (See Enclosure # 9) The auxiliary just completed our annual picture fund drive with SUMMIT Production and the fund raiser brought in

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close to 15,000.00 with the final report pending from SUMMIT productions. The auxiliary also paid for the fire hose originally approved by the Board of Directors and due to the high costs of equipment repairs and fuels the costs were shifted to the auxiliary fund.

4. The Chief advised that the current fund balance of the ICE/Can Trailer is \$ 3,560.00 a check in the amount of \$ 150.00 was made out to Lieutenant Jordan Hughes as a wedding gift from the department in May.
5. Vice Chairman Townsend the treasurer of the Pension Fund advised that the current pension fund balance is \$ 43,000.00
6. Chief Johnson Sr. passed around a Memorandum received from Mr. James Martin, County Manager on May 3, 2012 Subject: Budget Request for Fiscal Year-2013. (See Enclosure # 10) The memorandum indicated that our FY 2013 Budget amount assessed by Cumberland County is \$ 869,980 this amount is actually about \$ 10,000 more than the figure provided by Mr. Abner in an e-mail that was used in the preparation of our budget in April. This should not be a problem, whereas all fire tax collected within the fiscal year is passed on the fire district. The Chief advised that we turned in our Budget to Mr. Abner along with a Financial Audit on April 19, 2012 two days after our April 2012 meeting where our budget was approved.
7. Chief Johnson stated that the transfer of funds from Bank of America to First Citizens Bank is on track and should occur without any glitches by the imposed June 30, 2012 deadline. He stated that the bank assigned a representative that has been working with the treasurer and the Clerk to the Board. He passed around several Bank Forms that needed to be signed by the corporate officers. ⁴
8. The Chief stated that when the Lake Rim Fire Department went out of business and was annexed by the City of Fayetteville the Lake Rim Fire Department was an Official Child Safety Seat Installation Station complete with a small bank account. He was not aware that this bank account was transferred to our department years ago until recently when this account was brought to his attention. The Essential Business Checking Account (Account # 2000020305628) is set up with WELLS FARGO and the current fund balance is \$ 1,077.75 – (See Enclosure # 11) Captain Hanzal and Lieutenant Whitman are our local points of contact for the account and the funds are strictly used for Child Safety Seat purposes. Since we now know about the account we will monitor the account.

F: REPORT OF COMMITTEE'S:

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

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4. **Equipment & Vehicle Replacement Committee** - Assistant Chief Williams briefed the board members that the Committee met on May 12, 2012 and conducted their annual review and meeting. He also informed the members that we changed our meeting frequency from semi-annually to annually due to the size of our organization. He presented the board members with a copy of the minutes of the committee meeting. (See Enclosure # 12)

5. Budget Committee - No Report

G: OLD BUSINESS:

1. The Chief stated he still has not heard or received any feedback from the Town of Hope Mills concerning the contract issues regarding the parcels of lands annexed .4 tenths of a mile from our department. It appears that Hope Mills will not negotiate to provide coverage. He also informed the board members that the Town of Hope Mills has also not paid the \$ 12,000 annual payment for the 2011-2012 fiscal years although we have a contract in effect for that amount for old Annexations from back in the 1990's. Chairman Brown directed Chief Johnson to contact counsel and contact the Council of Governments concerning our debt assumption dilemma with the Town Hope Mills.
2. Chief Johnson Sr. advised the board members that during the 1st week in August a group of Chief Officers including himself will be flying to Denver Colorado to attend the 2012 Fire Rescue International annual convention and attend Fire Service Executive Leadership classes. Vice Chairman Townsend stated that he is looking at his schedule and may fly out in time for the CPSE Annual Banquet where our department will be recognized for our Accreditation efforts and both Chief Johnson Sr. and Jr. will be recognized for the Chief Fire Officer Professional Designation. Assistant Chief Williams will be the Chief Officer in charge during this period.⁵
3. Chief Johnson Sr. advised that since our last meeting we have been notified by the North Carolina Department of Insurance (DOI) and Office of the State Fire Marshal (OSFM) that we were scheduled for our ISO rating inspection in July of this year. This was later changed to October 29 through November 2nd due to Rating Inspector Kent Hood's sudden illness. Chief Johnson briefly talked about Kent Hood's illness and read an e-mail from Fire Chief Bill Walker (See Enclosure # 13) and passed around a flyer advertising a Kent Hood Benefit Banquet. The Chief stated that he would send a check from the can/ice fund on behalf of our department for Kent.
4. The Chief stated that our strategic planning session back in April was a very productive session and we outlined and updated our road map for the next five (5) years. We also, at the recommendation of the PEER Assessor Team outlined and highlighted our strategic goals that we met over the years.
5. The Chief passed around a congratulatory letter from the Honorable Anthony G. Chavonne, Mayor, City of Fayetteville (COF) that was mailed to the Chief on May 2, 2012. (See Enclosure # 14) The mayor responded to a letter send to Mayor Chavonne by Mr. Paul

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Brooks from the Center for Public Safety Excellence (CPSE) announcing our International Accreditation.

H. NEW BUSINESS:

1. The Chief passed around the Southeastern Division of the International Association of Fire Chief's (IAFC) May 2012 News Letter "The Leader" and explained that our department is recognized on page four (4) of the report. We are recognized for our Accreditation efforts. The Chief stated that the Southeastern Division is made up of about twelve (12) states including the U.S. Virgin Island and Puerto Rico. (See Enclosure # 15)
2. The Chief announced that the Assistance to Firefighters Grant (AFG) Program has opened on June 11, 2012 for thirty (30) days and he is planning on submitting a grant application on behalf of our fire department for Self Contained Breathing Apparatuses (SCBA) and Protective Ensemble. Our SCBA's are now out of date and we desperately need new turn-out-gear due to our high numbers of volunteers coupled with a very active training program, high call volume thus resulting in wear and tear. ⁶
3. The Chief stated that we received our second (2nd) Accreditation Plaque from the Center for Public Safety of Excellence (CPSE) and it has been placed on the wall in the foyer at Station 19. We also received lapel pins and he provided each member with a Stoney Point Accreditation Label Pin.
4. The Chief announced that the NC Department of Agriculture and Consumer Services and the NC Forest Service sent out the 2012 Volunteer Fire Assistance Award Program. This program is for departments serving a population of less than 10,000 people and is for the purpose of purchasing wild land firefighting personal protective equipment, hand tools and approved water handling items. It's a matching fund of \$ 1,200.00 maximum and he will submit an application and if approved will purchase wild land gear for our members. We meet the prerequisites listed in the application forms.
5. Chief Johnson Sr. informed the board members that last weekend he attended the South Eastern Association of Fire Chief's (SEAFCA) conference in Hampton Virginia along with a delegation from North Carolina. It was during the Banquet that he was recognized by the SEAFCA as the 2012 Volunteer Fire Chief of the Year, which Treasurer Mr. Alan Grupy brought up during the annual meeting portion. (See Enclosure # 4)
6. The Chief informed the membership that he along with many other Fire Chiefs, Fire Marshals and Fire & Rescue representatives went to Raleigh on June 6th for the North Carolina State Firemen's Association Legislative Day 2012. (See Enclosure # 16) The Chief informed the membership about several legislative bills that were of direct interest to our overall well-being. The Chief explained to the membership that the NC Senate is currently proposing not to fund the NC Volunteer Safety Workers Compensation Fund. We are currently paying \$ 55.00 per volunteer; \$ 250.00 per part time employee and \$ 500.00 per full time employee. If the fund is not funded the cost per volunteer could go as high as \$ 2,877.00. With our membership over 100 volunteers our annual worker's

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compensation costs would be \$ 287,700.00 compared to our current \$ 8,600.00. We could not sustain this increase and neither could any of the volunteer fire departments. This would hurt the volunteer fire service to the point where departments would be forced to shut down. He stated that he would keep us informed. He stated that they met with all of our local delegations as well as surrounding representatives and senators. (See Enclosure # 17) Letter from Representative Garland Pierce and Representative Ken Goodman)

7. The Chief advised that our Annual Workers Compensation premiums are due on June 30, 2012 and the Clerk of the Board is taking care of the requirement. We currently have over 120 members on our roster.
8. The Chief advised the board that due to on-going issues he overlooked our annual requirement to discuss our Human Resources and associated personnel issues, such as our Employee Assistance Program (EAP) outlining our personnel policies, our organizational chart, etc. He stated that after a careful review all of the before mentioned policies and procedures are current and viable with no changes recommended. He also stated that due to our primary volunteer and small make-up our organizational structure and associated personnel SOG's really don't change that much. After a discussion with board membership in attendance, Chairman Brown stated that no action is required and all our HR and related requirements will remain the same.
9. The Chief advised that he will be looking into a program offered through the North Carolina Forestry Service, whereas volunteer fire departments can apply for an Army Surplus 5 Ton truck to be converted into a brush truck. He stated that he will contact Michael Good the local district Ranger and inquire about the program. Several departments in the county have already applied and received trucks. There are currently two (2) options, 1 option is a loaner program and the 2nd option is to own the truck. Once he will receive further information he will provide it.

I: CLOSED SESSION - WHEN APPLICABLE:

Not Applicable

J: ADJOURNMENT:

There being no further business, a **MOTION** was made by Vice Chairman Mr. Larry Townsend to adjourn. The motion was **SECONDED** by Director Mr. Jerry Hall and **APPROVED** by all members present. The meeting adjourned at 2120 hours. **The next meeting is scheduled for October 23, 2012 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Angus R. Pate

ANGUS R. PATE

Secretary

18 Enclosures:

1. Fayetteville Publishing Company – Public Notices
2. 2012 – Stoney Point Board of Election Ballot
3. 2012 – Completed Election Ballot
4. NCSFA E-Mail – 2012 SEAFV Volunteer Fire Chief of the Year Announcement
5. Front Door Bids – AAA and Allstate Glass Company
6. Pre-Basic & Captain Promotion Certificates
7. April 2012 Treasurers Oversight Memorandum
8. North State Bank Certificate of Deposit dated May 7, 2012
9. Auxiliary Fund Ledger and Balance
10. County Manager Memorandum dated May 2, 2012 – Budget Request for FY 12-13
11. Wells Fargo – Child Safety Seat Account
12. Vehicle Replacement Committee Meeting Minutes May 12, 2012
13. E-Mail Kent Hood Benefit and Flyer dated June 14, 2012
14. Letter from Mayor Anthony G. Chavonne – City of Fayetteville & CPSE Mr. Paul Brooks
15. SEAFV “The Leader” News Letter Page # 4
16. NC Fire Service Legislative Day Flyer
17. Letter from Representative Ken Goodman dated 11 June 2012
18. Board of Directors Attendance – April 2012⁷

2012

**BOARD OF DIRECTORS
ATTENDANCE ROSTER**

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President(2016)	P	P	P	P	E	P	N/A	N/A				
02	Larry Townsend V-President (2014)	P	A-E	A-E	P	E	P	N/A	N/A				
03	Alan R. Grupy - Treasurer (2016)	P	P	P	P	E	P	N/A	N/A				
04	Angus Pate - Secretary (2016)	P	P	P	P	E	P	N/A	N/A				
05	Joel Siles -- (2014)	P	A	P	P	E	P	N/A	N/A				
07	Jerry Hall -- (2014)	P	P	P	P	E	P	N/A	N/A				
08	Gary Turlington(2014)	P	A-E	P	P	E	P	N/A	N/A				
09	Freddy Johnson Sr. - Chief	P	P	P	P	E	P	N/A	N/A				
10	Freddy Johnson Jr. - Deputy Chief	P	A-E	P	A-E	E	P	N/A	N/A				
11	Matthew W. Williams - Asst Chief	P	P	P	P	E	P	N/A	N/A				
12	Sean Johnson – Asst Chief	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13	Kevin T. Murphy – Asst. Chief	N/A	N/A	N/A	N/A	N/A	N/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-P-T telephonic participation.

Enclosure # 18 Board Minutes September 18, 2012