



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

2190 Lake Upchurch Drive, Parkton, North Carolina 28371

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

E-Mail spfd1301@nc.rr.com



April 21, 2020

SUBJECT: Minutes of the Monthly Board of Directors Meeting April 21, 2020

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 Treasurer Gary Turlington at 7:30 PM. The meeting was conducted at the corporate office Station 19.

A: Roll Call:

<u>Members Present:</u>		<u>Members Absent:</u>	
Daniel C. Brown	Chairman		
Larry Townsend	Vice Chairman		
Gary Turlington	Treasurer	Angus Pate	Secretary
Jerry R. Hall	Member		
Roger F. Hall	Member	Participated via telephone	From out of town
Joel Siles	Member		

<u>Chief Officers Present:</u>		<u>Chief Officers Absent:</u>	
Freddy Johnson Sr.	Fire Chief		
Freddy Johnson Jr.	Deputy Chief		
Sean Johnson	Assistant Chief		

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

1. Chairman Brown informed the members of the board, that our advertised and scheduled public inspection and budget hearing tonight addressing our Fiscal Year 2020 – 2021 Budget has been **canceled** in order to comply with the N.C. Governor’s Executive Order 121, a stay at home order addressing public health and safety a mitigation factors directly associated with the COVID-19 pandemic. As always our approved budget will be part of our April Board of Directors meeting and will be available for public viewing on our department’s official website at <https://www.stoneypointfirerescue.com/>

2. Chairman Brown asked our Budget Committee Chairman and Vice Chairman of the Board Larry Townsend to brief the members of the board about the committee’s work on the Fiscal Year 2020 – 2021 budget. Mr. Townsend passed out the proposed Fiscal Year 2020 – 2021 Budget (See Enclosure # 3) for review and explained both expenses and budget revenues. He



further informed everyone that our budget was due back to County Finance on Friday April 24, 2020, in accordance with the memorandum from the Office of the County Manager dated March 17, 2020 Subject: Budget Requests for Fiscal Year 2020-2021. (See Enclosure # 2) Mr. Townsend indicated that the budget committee is proposing a \$1,900,000.00 Fiscal Year 2020 – 2021 balanced Budget utilizing all sources of income. After a detailed discussion amongst all members of the board and Chief Officers present Chairman Brown called for a motion to approve or disapprove the presented 2020 - 2021 budget. Director Jerry Hall made a **MOTION** to approve the Fiscal Year 2020-2021 budget as presented by the Budget / Finance Committee. The **MOTION** was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. The Chief will obtain the signatures of Chairman Brown and Secretary Pate for the applicable 2020-1 Resolution Series and the return memorandum to Ms. Kelly Autry in county finance. With no further questions the budget portion of the meeting ended at 2000 hours and the regularly monthly April 2020 meeting was called to order by Chairman Brown.

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

1. In the absence of Secretary Pate, Chief Johnson Sr. presented the minutes from the February 18, 2020 monthly Board of Directors meeting for review and approval. Chairman Brown called for the approval of the February 18, 2020 monthly Board of Directors meeting minutes. **MOTION** A motion was made by Director Joel Siles to approve the February 18, 2020 monthly Board of Directors minutes as presented. The motion was **SECONDED** by Vice Chairman Larry Townsend and **APPROVED** by all members present. *Due to the COVID-19 virus there was no meeting conducted during the month of March 2020.*

D: REPORT OF THE FIRE CHIEF:

1. **General Information.** Chief Johnson welcomed the members of the board to our April meeting.

2. **Guests:** None

3. **Personnel:**

1. The Chief stated that our current active frontline active firefighter/EMT membership is 99 members plus another 19 support members for a total of 118 with five (5) active firefighter and three (3) Jr. Firefighter applications pending review.

2. Chief Johnson Sr. advised that several of our full time employees will be leaving the department in order to accept employment with other agencies over the next 60 days or so. FF/EMT Blair Palko “C” Shift will be hired by the City of Fayetteville Fire Department effective May 4, 2020. His last shift with our department is on Wednesday April 29, 2020. Lieutenant Brynn Fitzpatrick “A” Shift and Engineer Patrick Nuttle “B” shift has been picked up by the Fort Bragg Fire Department and should be hired no later than June 15, 2020. We have replacement firefighters from within our volunteer workforce on stand-by and ready to go.

3. The Chief also briefed the board that starting in May we will move Engineer Mike Long to our twelve hour day time shift working opposite of Engineer David Stewart. Engineer Long will be our assistant maintenance officer. The move will provide us with a daily maintenance technician on duty, minus leave or sick time.



E. Apparatus Fleets:

1. The Chief advised that currently Engine 1931 is out of service due to an air leak that affects the truck's braking system. Our maintenance officer Engineer David Stewart is trouble shooting the truck and minus any major issues with the air compressor and the associated airline we hope to have the truck back in service by the end of the week.

2. The Chief informed the members that our 1990 American General Army Surplus Brush Truck 1341 was out of service with a broken fly-wheel. Engineer Stewart was able to locate a new fly-wheel with a commercial military surplus dealer. The truck has been repaired and is back in service at Station 13.

3. The Chief briefed the members that Engineer Stewart is working on our new LMTV Surplus Army Truck that will be converted to a multi-purpose & brush unit when complete. He stated that the plan is to sell our current 1990 American General 5 ton Brush truck and use the funds to purchase a complete and self-sufficient portable skid unit and place on the bed of the LMTV. There will be no in-house fabrications to mount or fabricate water lines to this vehicle. Instead we will use this newer version as a multi-purpose truck depending on the need. The skid unit will be removable via our forklift as needed.



4. The Chief stated that one of our side compartment Leer Top access doors on our Quick Response Vehicle (QRV) 1371 has been damaged. The top is in the process of repairs and hopefully the vehicle will be back in service shortly.

5. Engine 1931, one of our 2004 Pierce Dash Trucks lost an airline while responding to a call last weekend assisting the Cotton Fire Department. The airline running to the right front tire busted as a result of years of chafing causing the apparatus to lose all of its air within the on board air tanks. Luckily our driver was able to coast to a complete stop without endangering other apparatuses or any property damage. We managed to get the apparatus back to Station 19 very carefully and Engineer Stewart is in the process of repairing the truck. We did have to order the air hose from the manufacturer and we are inspecting all our Pierce as well as other trucks for similar chafing issues.



7. (FY 2019-2020 Vehicle, Equipment and Fuel Expenditures as of April 21, 2020 (List from Quicken) (Previous two (2) Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 17/18	FY 18/19	FY 19/20
1319	1960 American LaFrance (Antique)	560.22	867.74	1,304.03
1331	2017 Pierce Arrow-XT	48,128.39	1,981.16	
1332	2004 Pierce Dash Engine	42,134.97	16,905.64	6,261.15
1333	1988 Pierce Dash Engine	14,864.97	4,247.79	1,378.93
1341	1990 AMC General 5 Ton Cargo Brush	1,440.02	2,326.17	2,047.95
1351	1996 E-One 75ft Ladder Truck	17,618.30	35,511.43	17,624.02
1362	2015 GMC Sierra 2500 HD 4 X 4	116.44	1,359.47	507.60
1371	2016 GMC Sierra 1500 4 X 4	13.60	564.85	308.47
1391	Future Command Vehicle 2018	0.00	0.00	
Rescue 13	2017 Pierce Arrow-XT-Walk In	188,516.09	29,119.17	351.84
1931	2004 Pierce Dash Engine	28,944.61	15,219.38	10,482.65
1932	1986 Pierce Dash Engine	1,814.21	2,229.22	18,279.44
1941	1984 AMC 5 Ton Truck	Sold-2,606.24	N/A	N/A
1961	1984 Chevrolet ¾ Ton Diesel-Lift Gate	0.00	885.56	406.02
1962	2015 GMC Sierra 2500 HD 4 X 4	980.32	567.27	
1963	2017 – Auxiliary Support Trailer	0.00	0.00	
1981	2016 Mobile Air Trailer	0.00	6.42	45.94
Rescue 19	1984 International Rescue (1376)	Sold-2,319.79	N/A	N/A
Boat 13	19” Rescue One Connector Boat 50 HP	715.58	318.64	
Boat 19	14” Zodiac Inflatable 25 HP	5.99	0.00	
Trailers	2009 Boat Trailer Double Stack	2.75	0.00	89.67
U-Trailer	Utility Trailer (Small)	13.26	160.83	242.43
Cmd Trl	2006 FEMA Trailer	23.75	0.00	
MISC	RELATED VEH EXPENSES	5,575.65	21,157.17	5,381.78
	Total Vehicle Maintenance	186,383.17	133,427.91	64,711.92
	EQUIPMENT OTHER	17,305.17	22,773.78	19,089.46
	TOTAL VEH/EQUIP EXPENSES	203,688.34	156,201.69	83,801.38
	BUDGETED (\$100,000.00)			
	GASOLINE & FUELS (\$ 40,000)	23,976.32	28,400.96	22,218.31
	FY-BUDGETED TOTAL (140,000)	227,664.66	184,602.65	106,019.69
	Total over / under Budget	+87,664.66	+ 44,602.65	



F. Grounds and Buildings:

1. Deputy Fire Chief Johnson Jr., briefed the board on the progress of the CCFCA storage building. He stated that we finally received a permit for the concrete work last week on April 14, 2020. The building permit is still pending and we have contacted the engineer for Tyson Builders in Georgia in order to complete appendix “B” of the N.C. Fire Prevention Code. Appendix “B” deals with Fire Life Safety Issues related to the storage building. He stated that Mr. Bullard, our supervising contractor has faced hurdle after hurdle trying to obtain the required building permit. We did finally receive assistance with the concrete permit. We have posted the required permit signage board and obtained a portable toilet on site.
2. The Chief advised that we purchased about 16 yards of fill dirt in order to fill in erosion and low spots throughout our improved property at Station 19. Water run off at the end of the asphalt driveway creates wash outs and erosion especially during heavy down pours. We are in the process of implementing permanent mitigating prevention steps to directly address this on-going issue.
3. The Chief advised that all non-working proximity entry card readers at Station 19 have been replaced. Five (5) exterior card readers directly exposed to sunlight and extreme weather stopped working requiring the replacement. We also have a couple at Station 13 that need to be replaced for the same reason.
4. Assistant Chief Sean Johnson briefed the board that over the last several weeks he completed a complete maintenance review on our sprinkler system at Station 13 as well as sprayed the yard for fire ants, bugs and spread fertilizer on our entire lawn. He advised that Division Chief Hanzal and shift personnel trimmed all our bushes and trees and we completely replaced our pine straw flower beds with crushed red non-combustible bricks. He stated that he will complete the same procedures at Station 19 over the next week or so.
6. Chief Johnson Sr. briefed the board about our septic tank issue at Station 19 back in March, where our entire system backed up due to a pipe failure associated with our septic tank drain line. A 4” drain line was improperly installed by the plumbers during the construction phase of our building back in 2008. Over a period of twelve (12) years the unglued pipe junction failed and clogged the drain line, resulting in our entire system backing up. With assistance of our members and Carter’s Septic Tank Service all repairs have been made and the system is again working properly. We have also installed additional septic tank access ports in order to access our septic without digging out the access ports below ground.





7. Receiving several complaints from members of the board, the Chief addressed the issue where shift members used a torch to eradicate weeds and in the process burned our trees and bushes. The supervisor responsible for this mishap has been counseled and we should not have a repeat or similar incident. He stated that we will monitor the affected bushes and trees to see if they will recuperate or need to be replaced.
8. The Chief stated that with May just around the corner, work is already starting on our Trail of Terror at Station 13. This year we are addressing electrical issues and replacing all extension cords with permanent wiring in order to address electrical safety. With the addition of more and more props within our Trail of Terror the use of extension cords has grown to the point that we need to address the issue. During our last Trail of Terror code inspection Fayetteville Assistant Fire Chief T.J. McLamb requested that we correct the extension cord issue for the 2020 trail season. This will be an expensive undertaking and all funds for the upgrade are coming from the Trail of Terror proceeds.
7. Building and Grounds Expenditure Chart, as of April 21, 2020.

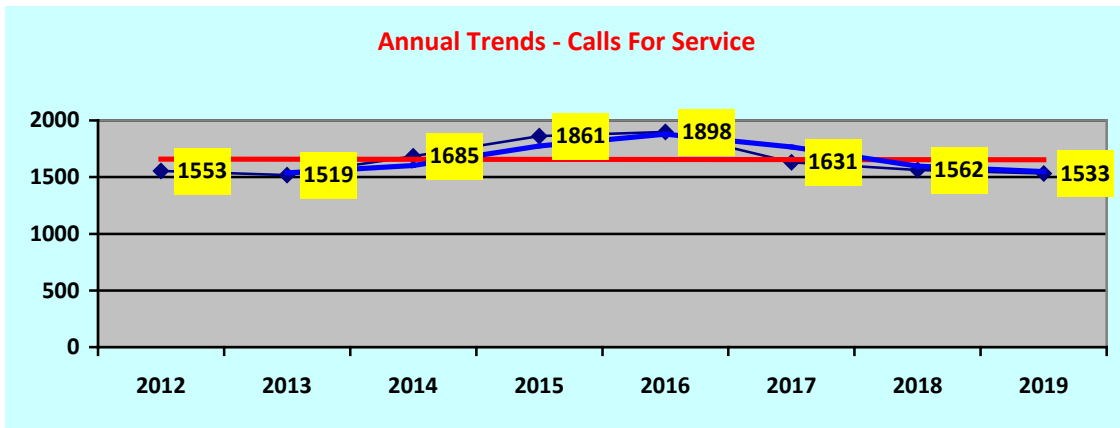
FY 19/20 STA. 13 & 19 BUILDING AND GROUNDS EXPENDITURE	
Station # 13 – 7221 Stoney Point Road	\$ 5,499.83
Station # 19, 2190 Lake Upchurch Road	\$ 5,680.70
Consumable Items	\$ 9,273.95
Maintenance Building Other	601.96
TOTAL CATEGORY PAY OUT	\$ 21,056.44

G. Fire Conditions:

1. Chief Johnson briefed on our current call volume through March 2020.
(See Charts below – Monthly calls by year and annual trend line chart.)

 SPFD INCIDENT RESPONSE DATA 							
MONTH	2014	2015	2016	2017	2018	2019	2020
JANUARY	158	161	159	163	139	131	146
FEBRUARY	123	173	136	141	113	110	142
MARCH	139	142	156	138	137	120	117
APRIL	144	159	139	134	130	114	
MAY	145	161	144	120	128	128	
JUNE	139	169	126	100	131	122	
JULY	181	152	135	153	132	113	
AUGUST	130	150	175	147	108	129	
SEPTEMBER	122	152	169	120	144	143	
OCTOBER	130	139	198	150	137	131	
NOVEMBER	131	145	147	127	132	140	
DECEMBER	143	164	214	138	131	152	
TOTALS	1685	1861	1898	1631	1562	1533	405





2. Chief Johnson briefly discussed our call volume so far for 2020 which is now below average due to the on-going COVID-19 pandemic. He stated that our medical calls have been significantly reduced in order to protect our firefighters and EMT's. This was action implemented by the medical director in order to protect our first responders.
3. The Chief briefed the board concerning a fatality fire on Saturday April 4, 2020 that was dispatched at 0335 hours on Lakeview Drive here in our area. We had a total of twenty-six (26) members respond to the incident from our department not counting our automatic aid units. Sixteen (16) were on duty either at Station 13 or 19 at the time of the fire. We are doing a complete After Action Report scheduled for Thursday April 30, 2020 at 1930 hours at Station 13.

H. Training Report:

1. The Chief stated that we are continuing to monitor on a monthly basis all our training requirements and progress. He passed around the ISO training book for members to review and answered questions posed by the directors. We are continuing with our training both in-house by shifts and on-line training with FireRescue1.
2. The Chief informed the members that along with the Chief all our current certified Fire Life Safety Educators attended the 2020 North Carolina Fire Life Safety Educator conference at Great Wolf Lodge back in February. The class provided our FLSE with sufficient continuing education credit for 2020.
3. The Chief informed the members of the board that the 2020 Fire Department Instructor Conference (FDIC) in Indianapolis scheduled for this week has been canceled due to the COVID-19 pandemic. Organizers are in the process to re-schedule the conference at a later date and all registration fees, hotel lodgings as well as our Delta Airline ticket reservations have been postponed and will be valid for the next twelve months. Chief Officers S. Johnson, Murphy, Hanzal and Captain Belcher were scheduled to attend and are on stand-by for the rescheduled conference later this year.
4. The Chief advised that on Saturday April 25, 2020 starting at 0800 hours at Station 13 we will start recruit class 02/2020 with ten (10) new recruits. He stated that although we have more than 10 recruits, current COVID-19 class sizes guidelines restrict all class to no more than 10 persons.

I: REPORT OF THE TREASURER:

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

Current Fund Balances:	As of April 21, 2020	\$	1,714,392.36	First Citizens
	CD North State Bank as of March 23, 2020	\$	212,326.08	12.9% of Budget.
	Total Cash Flow Available	\$	1,926,718.44	total Available Funds

Fiscal Year 2019 – 2020 Budget Information

Approved County FY 19/20 Budget		\$ 1,105,675.00
County Budget Funding Received YTD		\$ 1,069,066.04
County Budget Funding Pending YTD		\$ 36,608.60
County Budget Funding over Approved Amount		\$ 0.00
Approved Fayetteville FY 19/20 Budget		\$ 459,724.00
Fayetteville City Funding Received YTD		\$ 459,724.00
Fayetteville City Funding Pending YTD		\$ 0.00
Approved Town of Hope Mills Contract FY 19/20 Budget		\$ 78,692.00
Town of HM Contract Funding Received for last Fiscal Year in Oct 2019		\$ 70,492.60
Town of HM Contract Funding Received FY 19/20 YTD		\$ 8,000.00
Hope Mills Budget Funding Pending YTD		\$ 70,692.00
Other Income Hope Mills-Old Mutual Aid (\$ 8,000.00 Anl FY 19/20)		\$ 8,000.00
Town of Hope Mills Full Responder Contract Fee =	\$ 69,692.00 based on last year's pay out	
Town of Hope Mills 1 time Debt Assumption Payment	\$ 16,451.06-Outstanding - On-Going	
Combined County / COF / & Hope Mills Approved FY 17/18 Budget		\$ 1,644,091.00
Combined FY 19-20 COF / HM & County Budget Received YTD -		\$ 1536,790.04
Combined COF / HM & County Budget Pending		\$ 107,300.60
Other Income CCFCA -		\$ 10,078.84
Other Income /Tax Refund (Sales & Fuel Tax) -		\$ 35,227.82
Goods and Property Sold -		\$ 0.00

Total Board Funds YTD received 19/20 to date ALL SOURCES \$ 1,652,589.30

1. Treasurer Gary Turlington, and Assistant Treasurer & Vice Chairman Larry Townsend presented the December 2019, January and February 2020 transaction and profit and loss reports along with all documentation for board review. Treasurer Turlington also stated that the March 2020 financial transaction reports are also completed but have not been reviewed. Vice Chairman Larry Townsend also presented the oversight reports for the indicated months. He informed the members that both the treasurer and his review revealed no discrepancies. Due to the number of months reviewed, the board spent considerable amount of time reviewing the transactions, with a question and answer period. At the conclusion Chairman Brown called for a motion to approve or disapprove the financial reports as presented. **MOTION:** Director Joel Siles made a **MOTION** to



approve both the treasurer’s report and the oversight memorandum reports for the months indicated above. The motion was **SECONDED** by Director Roger Hall and **APPROVED** by all members present. (See Enclosure # 4)

2. **Auxiliary Account** - Treasurer Tracie Johnson via text message provided the Auxiliary treasurer’s fund balance as of today is \$214,751.47. Tracie reported that since the last report the following checks were written.

3. **Miscellaneous Firefighter Account** (Ice & Cans) - Our balance as of April 21, 2020 is \$9,132.30 with deposits pending. The Chief advised that since our last report we spent \$5,901.70.
 - Check # 2058 – FF. Aram Hinz, - \$150.00 Station Wedding Gift
 - Check # 2059 – Mr. Jack Thorpe - \$600.00 Portable Radio Cases & Repair Parts
 - Check # 2060 – Conguis’ Upholstery - \$1,043.25 – Vinyl Fire Truck Podium Cover
 - Check # 2061 – Eddie Bartlett - \$1000.00 – 10 Stacks of ¾ inch plywood
 - Check # 2062 – Cody Gorman - \$100.00 – Assistance with 1332/1931 Radio Installs
 - Check # 2063 – Wayside Landscape - \$1,735.85 – 12 yds. Brick Chips for Flower Beds
 - Check # 2064 - Wayside Landscape - \$1,048.60 – 8 yds. Brick Chips for Flower Beds
 - Check # 2065 - Wayside Landscape - \$224.70 – Fill Dirt for Sandbags & Hazmat Class

4. **Firefighter Relief Fund** – Relief fund treasurer Mr. Townsend stated that as of today our current relief fund balance is \$82,377.45 which is in the form of a Certificate of Deposit (CD) which renews every twelve months. We also have a total of \$ 5,643.91 in our relief fund check book for a total combined fund balance of \$88,021.36 with North State Bank. Mr. Townsend also stated that our current CD rate is 1.77% APR with North State Bank.

5. **Child Passenger Safety Seat Account** – The current CPSS fund balance as of April 21, with Wells Fargo is (\$1,350.75) and BB&T (\$223.76) with a combined total of \$1,574.51. Support equipment to support our CPS program was purchased from the listed funds.

6. **Station 19 Building Loan** - Vice Chairman Townsend updated the members of the board and stated that our current balance on our Station 19 building loan with North State Bank is \$565,329.09 with 109 monthly payments left.

7. **Pierce Fire Truck Loan – (First Citizens Bank)** – Vice Chairman Townsend reported that as of February 18, 2020 the outstanding loan balance is \$1,154,817.00. The trucks are financed for ten (10) years, with eight (8) years remaining.

+J: REPORT OF COMMITTEES:

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



5. **Budget Committee** - Committee Chairman Townsend presented the committee's Fiscal Year 2020 – 2021 budget at the beginning of the meeting.

K: OLD BUSINESS:

1. The Chief advised that our Annual Compliance Report (ACR) submitted to the Commission on Fire Accreditation International (CFAI) for approval on February 13, 2020 by our accreditation manager Derrick Clouston, has been APPROVED.
2. The Chief advised he submitted a regional grant application as part of the new Cumberland County Fire Protection Service District Grant Program on behalf of all rural fire protection agencies. The grant is for the replacement of radios in order to meet the new Federal Communications Commission (FCC) mandated Time Division Multiple Access (TDMA) upgrade designed to increase capacity and functionality to public safety two-way radio systems. This is something we need to do early, whereas this is a nationwide initiative with an effective date of December 31, 2025. Grant funds should hopefully be made available to address a phase 1 purchase of base stations and mobile radios. Phase II will address the purchase of portable radios and associated accessories. The total project costs for this county-wide fire service radio project is slightly over three million dollars.
3. Chief Johnson Sr. provided an update concerning combining two (2) parcels at Station 13 in order to address PWC easement issues and he also presented a draft contract between the Cumberland County Fire Chiefs Association (CCFCA) and our department for the board to consider.
4. Chief Johnson advised that he spoke with Mr. Brad Dawson our First Citizens Bank financial adviser earlier today and he is still working on our refinancing and will have everything ready within the next two weeks. He stated that Brad assured him that we will receive the loan for the interest rate quoted. The interest rate quoted was 2 percentage points lower than our current loan with North State Bank. He will keep us informed, and since this was approved during our last meeting he will contact the members with signature authority to complete the loan process in early May.

L. NEW BUSINESS:

1. The Chief updated the members of the board concerning the latest COVID-19 preventive safety initiatives here at the Fire Station as well as Cumberland County and passed around several Sit-Rep reports from Cumberland County Emergency Services. He further briefed on protective gear, what we have received in terms of masks and the initiative taken by the CCFCA to order additional masks, both KN95 and surgical masks. He stated that we currently have two (2) members on quarantine for fourteen days, and several members' wives or parents have curtailed participation of their loved ones during the COVID-19 crisis.
2. Chief Johnson Sr. briefed the board that he submitted a Small Business Administration (SBA) Paycheck Protection Program loan. The program is designed to provide a direct incentive for small business to keep their workers on the payroll. The SBA will forgive loans in the form of a grant, if all employees are kept on the payroll for eight (8) weeks and the money is used for



payroll, rent, mortgage interest, or utilities during the COVID-19 pandemic. The loan application was submitted through First Citizens Bank as part of the Federal Government's Stimulus packet to address retaining full time jobs. The application process required the submission of payroll information and we were eligible for a \$148,400.00 stimulus loan based on a 90 day salary window. Chief Johnson passed around the submitted SBA application for review and answered questions posed by the directors.

3. The Chief advised that on Saturday May 2nd, starting at 0830 hours we will conduct our annual Strategic Planning session starting with breakfast here at Station 19. He needed several members from the board to attend this session. This year's plan update will be for the 2020 – 2024 calendar years. The written plan should be available during our annual meeting scheduled for June 16, 2020 here at Station 19.

4. The Chief stated that we are in critical need for Personal Protective Ensemble (Turn-Out-Gear). Our availability of serviceable gear has been exhausted. On Thursday April 30, at 1900 hours we will size fifteen (15) members for new turn-out gear. The Chief further explained that we are part of a regional Assistance to Firefighter (AFG) Grant where the Cumberland Road Volunteer Fire Department is serving as the host station. Our part of the grant request was for fifty (50) complete sets. Hopefully our county will benefit from the grant, but with the current COVID-19 situation these grants may be delayed or unfunded. The Chief will monitor and keep us abreast. The fifteen new sets of gear will be part of the Fiscal Year 20-21 budget year.

5. The Chief advised that we are also in need of fire hose as a result of wear and tear. During our 2020 hose testing period we had many sections of various sizes fail the required testing standards. This hose has been taken out of service and is not repairable. Most of the sections are over 5 years old. We have requested quotes from various hose vendors in order to address our shortages. The Chief stated that all our apparatuses' hose loads are in compliance with the standards, whereas we had replacement hoses on our spare hose racks. Because our hand lines are color coded we will replace our hose accordingly. This is also part of our 20-21 Fiscal Year annual Budget. The Chief requested that the board act on the purchase now in order to replace all our hose taken out of storage. After a discussion Chairman Brown called for a motion to authorize Chief Johnson Sr. to pursue the purchase of the replacement hose from Newton's Fire & Safety Equipment Company for \$8,955.90 including applicable sales tax. (See Enclosure # 5) Treasurer Gary Turlington introduced a **MOTION** to authorize Chief Johnson Sr. to pursue the purchase of the replacement hose listed in the Newton's quote. The **MOTION** was **SECONDED** by Director Roger Hall and **APPROVED** by all members present.

6. During the month of May 2020 we will conduct the required annual service testing of all our Engine Companies. We will coordinate with the City of Fayetteville Fire Department about the use of their Airport Training Facility (ATF) service testing site on Doc Bennett Road.

7. The Chief advised that with the current COVID-19 we have curtailed certain activities in order to maintain our response requirements. Because of our public safety role we must maintain our response posture. We have resorted to more on-line testing but are still conducting company training during our nightly and weekend duty shifts. We have taken additional sanitizing steps around both of our facilities and apparatuses and require our members to wear masks during any medical calls. The Cumberland County Fire Chiefs Association meeting in March was conducted via conference call and the April meeting will also be conducted via conference call until social distancing requirements are relaxed.



8. The Chief informed the members of the board that the wife of one of our members came up positive for COVID-19. Because our member was exposed we tested our member, who tested negative and therefore had no exposures here at the station. Both he and his wife are quarantined for 14 days.

9. Chief Johnson briefed the members of the board concerning a letter written by our Attorney Neil Yarborough to the Town of Hope Mills concerning a public records request for any properties voluntarily annexed into the Town of Hope Mills. Hope Mills voluntarily annexed property near Highway 162 and never notified our department as required by law in order to address department debt assumption. (Enclosure #76)

10. The Chief advised that as of today the annual Greater Fayetteville Chamber Valor Awards program is scheduled for Tuesday June 23, 2020 starting at 0730 hours at Manna Church on Cliffdale Road. He stated that as usual we will host a table and he asked any member of the board that wants to attend the Valor Awards breakfast to please let him know so he can arrange seating. He stated that all the available space within the church will be made available this year for seating in order to seat approximately 500 guests.

11. Deputy Chief Johnson Jr. briefed the board concerning his quest of locating our old 1949 Mack Fire Truck that we traded for an old Hackney Beer truck in order to fabricate a service unit back in May 1988. He stated that the 49 Mack was our first out truck until we purchased the 1954 Mack in 1975. The hope is to locate the truck and assess if it can be restored.

12. Chief Johnson Sr. provided a quick project update concerning the Fayetteville Technical Community College (FTCC) training center endeavor. He passed around a time schedule which shows a completion date of June 2022. The training center will be located on Tom Starling by Corporation Drive and will be spread out over two separate parcels separated by Corporation Drive. Funding for the total budget remains an issue, whereas anticipated state budget funding did not materialize when the North Carolina Senate failed to override Governor Cooper's budget veto.

13. Vice Chairman Townsend brought to the attention of the board about one of our overdue accreditation deficiencies pointed out by our CFAI Peer Assessor Team during our initial accreditation site visit in 2012 about addressing our sleeping situation at Station 13, where volunteer members sleep on mattresses throughout the meeting room. He asked the members to think about the option of purchasing the property next door currently occupied by our Fire Chief. With the widening road project of Stoney Point Road he wants to sell his property and move prior to the widening project. The option is to purchase his property and convert it to sleeping quarters for our second and third out trucks, while the first out crew sleeps in the bunk room, thus taking our members off the floor in the meeting room. He wants further discuss this option during one of our upcoming meetings in May or June. He has already inquired with Attorney Yarborough as well as Mr. Brad Dawson with First Citizens Bank.

14. Vice Chairman Townsend also briefed the board about moving the Trail of Terror and in order to accommodate an addition to our trail he recommends hiring a land development engineer in order to correctly lay out our property to support our fundraiser. He also stated that we are sending a contingent to New York in October to view and speak with the organizers of the Hudson Valley "Jack O Lantern" haunted attraction, which is a big hit in Hudson Valley.

15. Chief Johnson Sr., requested that the board appoint an Assistant Secretary to Mr. Pate for the purposes of signing pertinent corporate documents in the absence of Mr. Pate. He pointed out that Vice Chairman Townsend also serves such a role assisting Treasurer Turlington with our financial oversight requirements on behalf of the board. Chief Johnson recommended that we appoint Mr. Roger Hall as the assistant board secretary. After a discussion, Chairman Brown called for a motion. Vice Chairman Larry Townsend made a **MOTION** to appoint Director Roger Hall as our Assistant Board Secretary to assist Secretary Pate as necessary and during his absence. The **MOTION** was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present.

N: CLOSED SESSION - WHEN APPLICABLE:

1. N/A

O: ACCIDENT/MISHAP TRACKING:

There have been no reportable accidents for this reporting period.

This section was created to track injuries, accidents and mishaps involving department owned vehicles, apparatuses, equipment and real property. The chart below represents accident tracking data for the current Fiscal Year. A complete accident report prepared by the department safety officer is available and on file for each trackable item. The chart will be updated on a monthly basis for board review.

Fiscal Year 2018-2019-2020 Reportable Accidents				
DATE	TYPE OF ACCIDENT	EMPLOYEE	COSTS	REMARKS
11/01/18	Broke Scene Light 1351 during cab raise	Lt. Fitzpatrick	1,500.00	Repaired In House
11/15/18	MVA-1331 Hit Passenger Car	Lt. Austin - Drv	15,000.00	Other Driver at fault
12/10/18	MCT Damaged Fell Off	FF. Long/Dubois	5,000.00	Disciplinary Action
Total for Fiscal Year 2018 =			\$ 21,500.00	
03/15/19	Medic Unit Backed into Door @ 13	Outside Agency	3,800.00	CFVEMS Ins Claims
09/17/19	MVA-1351 Hit by Medic Unit	Lt. Austin - OIC	12,947.30	CFVEMS Ins Claims
Total for Fiscal Year 2019 =			16,747.30	
Overall Total			38,247.30	



P: 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 2050 hours. **The next Board of Directors meeting is scheduled to convene on Tuesday May 19, 2020 at Station # 13 @ 7:30 PM.**

Respectfully Submitted:

Freddy L. Johnson Sr.
For ANGUS PATE
Secretary

Cc.

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

6 Enclosures:

1. SPFD Board of Directors Attendance Roster April 2020
2. Letter from the Office of the County Manager dated March 17, 2020 Subject: Budget Requests for Fiscal Year 2020-2021.
3. Stoney Point Fire Department Fiscal Year 2020 – 2021 Budget
4. Financial Oversight Memorandums for the months of December 2019, January and February 2020
5. Hose Purchase Quotation – Newton’s Fire & Safety Equipment
6. Letter dated April 3, 2020 – Attorney Neil Yarborough – Town of Hope Mills



2020

**BOARD OF DIRECTOR'S & PRIMARY STAFF
ATTENDANCE ROSTER**

##	NAME	JAN (21) Sta. 13	FEB (18) Sta. 19	MAR (17) Sta. 13	APR (21) Sta. 19	MAY (19) Sta. 19	JUN (16) Sta. 19	JUL (21) Sta. 13	AUG (18) Sta. 19	SEP (15) Sta. 13	OCT (20) Sta. 19	NOV (17) Sta. 19	DEC (15) Sta. 19
01	Daniel C. Brown - President(2020)	P	P	N/A	P			N/A	N/A				
02	Larry Townsend V-President (2022)	P	P	N/A	P			N/A	N/A				
03	Angus Pate - Secretary (2020)	X	P	N/A	P			N/A	N/A				
04	Gary Turlington – Treasurer (2022)	P	P	N/A	P			N/A	N/A				
05	Joel Siles – (2022)	X	P	N/A	P			N/A	N/A				
06	Jerry Hall – (2022)	P	P	N/A	CC			N/A	N/A				
07	Roger Hall (2020)	P	P	N/A	P			N/A	N/A				
08	Freddy Johnson Sr. - Chief (Annually)	P	P	N/A	P			N/A	N/A				
09	Freddy Johnson Jr. - Deputy Chief	E	P	N/A	P			N/A	N/A				
10	Sean Johnson – Asst Chief	E	E	N/A	P			N/A	N/A				
11	Kevin T. Murphy – Asst. Chief	E	E	N/A	E			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-
CC-telephonic conference call participation.**

- Due to **summer vacations** Board of Directors meetings are not scheduled for the months of **July** and **August 2020** unless there is a pressing need or emergency.
- With the exception of the Fire and Deputy Chief – Assistant Fire Chief Officers are **not** required to attend the monthly board meetings unless directed by the Fire Chief.
- **CC** – Indicates that the member participated in the meeting via conference call.
- **March 2020** – Meeting Canceled due to COVID-19 restrictions.

Enclosure # 1 Board Minutes April 21, 2020

AMY H. CANNON
County Manager

DUANE HOLDER
Deputy County Manager



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager

SALLY S. SHUTT
Assistant County Manager

OFFICE OF THE COUNTY MANAGER

March 17, 2020

MEMORANDUM

TO: STONEY POINT FIRE DISTRICT

FROM: AMY H. CANNON, COUNTY MANAGER

SUBJECT: BUDGET REQUESTS FOR FISCAL YEAR 2020-2021

Based on estimated tax revenue per the County Tax Administrator, tax refunds, miscellaneous income, and last year's collection rates, your FY 2021 Recommended Fire Protection Contract will be:

Service District Tax 10.0 cent equivalent:	\$ 988,513
Service District Tax 3.75 cent allocation:	
Fire District Incentives:	
ISO 5 or Less	\$ 50,000
EMS Supplement	\$ 35,000
Extrication Response Supplement	\$ 7,500
Multiple Stations Supplement	\$ 50,000
Total FY2021 Funding	<u>\$1,131,013</u>

In support of your request for funds, please prepare a budget on the attached budget forms. Return to Kelly Autry in the Finance Office by April 24, 2020.

Stoney Point Board of Directors Minutes April 21, 2020

Enclosure # 2 Page 1 of 2 – County Managers Memorandum – Dated March 17, 2020 –

Subject: Budget Request for Fiscal Year 2020-2021

INSTRUCTIONS:

A. BUDGET FORM "A" - Annual Budget Estimate-Revenues:

1. Specify organization name and the name and signature of person submitting request, i.e., Fire Chief.
2. Identify all sources of revenue. Listed below are examples:

State	Federal	Contributions
Special Taxes	Fees/Sales	Interest Earned
Investments	Fund Balance	County of Cumberland
City of Fayetteville	Town of	

3. Complete appropriate columns as specified, entering the total of each column at the bottom.
- B. BUDGET FORM "B" - Annual Budget Date: This form is used to support your budget request by detailing line items.

1. Specify organization name and the name and signature of person submitting request, i.e., Fire Chief.
2. Complete the columns as specified, entering the total for each column at the bottom.
3. Give detailed, but concise explanations for line items. Show any calculations(s) made and rationale used to arrive at the budget amount. Justify any significant increases or decreases from the current year. Itemize all equipment requested. FICA is 7.65% of gross salaries.

The enclosed budget forms are also available in Excel format. If you have questions or desire the Excel forms, please contact Kelly Autry in the Finance Office at 678-7749 or kautry@co.cumberland.nc.us.

REMINDER: Those fire departments that have not yet submitted a copy of their audit for the fiscal year ending June 30, 2019 are requested to forward a copy to the Internal Audit Office as soon as possible.

Enclosure

Stoney Point Board of Directors Minutes April 21, 2020
Enclosure # 2 Page 2 of 2 – County Managers Memorandum – Dated March 17, 2020 –
Subject: Budget Request for Fiscal Year 2020-2021

**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



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

Station 13 & Mailing Address
7221 Stoney Point Road
Fayetteville, North Carolina
28306-8005

TO : Ms. Kelly Autry, Cumberland County Finance Office
FROM : STONEY POINT FIRE DEPARTMENT INC.
DATE : April 22, 2020
SUBJECT: Fiscal Year 2020 – 2021 Budget

Ms. Autry,

Our departments provide full service fire, rescue and emergency medical services not only to the citizens of our service area, but also to surrounding districts. Our certified heavy rescue truck responds regionally throughout Cumberland County. For Fiscal Year 2020 – 2021 the assessed valuation of the district is estimated at \$ 988,513.00 based on County Manager Cannon’s memorandum dated March 17, 2020, SUBJECT: Budget Requests for Fiscal Year 2020 - 2021. Our total submitted budget of \$1,900,000.00 includes all sources of revenue including fund raisers, municipal service contracts, and grants as well as approved funding incentives. We will adjust our final budget once your office provides the final and approved budget amounts.

The Board of Directors continues to monitor and provide for the ongoing need for funds and revenues for the operation of the fire district and in order to sustain our expected service delivery set our annual fire district tax rate at .10 cents and support the county-wide service district tax rate of .5 cents per one-hundred dollars property tax evaluation. These funds are appropriated to maintain our two (2) full service fire station facilities, purchase and maintain firefighting, EMS and rescue equipment. Funds will also continue to fund a full time staff of nineteen (19), four (4) part time positions and a volunteer staff of over 100 members. We have also planned funds for our re-accreditation with the Center for Public Safety Excellence (CPSE).

Our FY 20/21 budget does contain provisions for the replacement of worn out firefighting gear and equipment, as well as additional savings for the purchase of replacement firefighting apparatuses.

Our district utilizes the cash basis of accounting in its budget, and a copy of our Fiscal Year 2018-2019 Financial Audit has been submitted in accordance with the listed December 31, 2019 submission deadline.

I, Angus R. Pate, certify that the attached Resolution and Budget Forms A & B are true and accurate copies of the adopted Fiscal Year 2020-2021 Budget of the Stoney Point Fire Department Inc.

DANIEL C. BROWN, President, Stoney Point Fire Department Inc.



RESOLUTION

Series 2020

No. 1



A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH ITEM, AND ADOPTING A BUDGET FOR THE STONEY POINT FIRE DISTRICT FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JULY, 2020 AND ENDING ON THE LAST DAY OF JUNE, 2021

WHEREAS, the Board of Directors of the Stoney Point Fire Department Inc., has appointed a budget committee to prepare and submit a proposed budget to said governing body at the proper time; and,

WHEREAS, said proposed budget was open for inspection by the public on Tuesday April 21, 2020 from 7:30 PM until 9:00 PM during the regular scheduled meeting of the Board of Directors at the principle office of the corporation located at 2190 Lake Upchurch Road, Parkton, and in order to comply with the N. C. Governor's Executive Order 121, a stay at home order addressing public health and safety associated with COVID-19, the public inspection and hearing associated with the Fiscal Year 2020 – 2021 budget was **canceled** and will **NOT** be **rescheduled** . The budget will be part of the April 2020 Board of Directors Minutes, available for public viewing at <https://www.stoneypointfirerescue.com/>; and,

WHEREAS, whatever increases may have been made in the expenditure, like increases were added to the revenues based on grants, fund raisers, and contracts with Cumberland County, City of Fayetteville and the Town of Hope Mills, including any district tax base growth so that the budget remains in balance; and,

WHEREAS, the Board of Directors are in support with the adopted fire service tax district and support the special tax funding and incentives associated with low wealth fire district operations, Cumberland County Fire Chiefs' Association as well as approved incentives to enhance services to meet national minimum standards, as well as future ISO/Accreditation requirements to maintain insurance ratings in Cumberland County; and,

WHEREAS, the Board of Directors adopted a **.10 cent** per one-hundred dollar evaluation in support of the Stoney Point Fire District operations, and support a **.05 cents** per one-hundred dollar evaluation for low wealth departments and overall county-wide service incentives and enhancements; and,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE STONEY POINT FIRE DISTRICT.

That the budget as submitted and identified as Annual Budget Estimate – Revenues (Budget Form A), Annual Budget Estimate – Expenses (Budget Form B), is hereby approved and adopted by the Board of Directors as the budget of the Stoney Point Fire Department Inc. for the 2020 – 2021 Fiscal Year and shall be made part of the public records of said district. **ADOPTED** this 21st day of April 2020.


 DANIEL C. BROWN, President, Board of Directors


 ANGUS R. PATE, Secretary, Board of Directors



COUNTY OF CUMBERLAND

FISCAL YEAR 2021

FUND # 495

AGENCY # 429

ORG # 4290

ORGANIZATION NAME: Stoney Point Fire District

SUBMITTED BY: Chief Freddy L. Johnson, Sr.

Identify All Sources of Revenue	Last Year FY-2019 Actual	Current Year - 2019-2020			Combrg Year - FY 2020-2021		
		Budget	Actual 3/31/2020	Estimate Entire Year	Requested		
Cumberland County	988,714.00	963,785.00	926,566.04	963,785.00	988,513.00		
City of Fayetteville	434,412.00	434,411.81	459,724.00	459,724.00	507,663.00		County Memo March 17 - 2020 COF Svc Contract
Town of Hope Mills	78,693.00	59,000.00	78,492.50	75,000.00	75,000.00		HM SVC Contract 1 Yr Behind State Refund
Motor Fuels/Sales Tax	2,551.00	2,500.00	3,160.21	4,000.00	4,000.00		
Other Income	2,448.00	0.00	57,156.75	0.00	0.00		
AFG Fire Grants	0.00	0.00	0.00	0.00	180,000.00		SAFER-6 Posn 75% Salaries TOT - Funds
Fund Raisers	0.00	29,094.07	0.00	0.00	1,824.00		to balance budget
Interests	833.00	500.00	0.00	500.00	500.00		
Insurance Proceeds	28,545.00	0.00	10,078.84	10,078.84	0.00		Damage Due From Accidents
Sales of Fixed Assets	5,000.00	0.00	0.00	0.00	0.00		
EMS Response Fee	0.00	35,000.00	35,000.00	35,000.00	35,000.00		
ISO Incentive (ISO-3)	0.00	50,000.00	50,000.00	50,000.00	50,000.00		
Multiple Station (2)	0.00	50,000.00	50,000.00	50,000.00	50,000.00		
Rescue Response (Heavy)	0.00	7,500.00	7,500.00	7,500.00	7,500.00		
Total	\$1,541,196.00	\$1,831,790.88	\$1,877,678.44	\$1,855,587.84	\$1,900,000.00	\$0.00	\$0.00

Budget Form A

**COUNTY OF CUMBERLAND
ANNUAL BUDGET ESTIMATE - EXPENSES**

FISCAL YEAR 2021

FUND # 495

AGENCY # 429

ORG # 4290

**ORGANIZATION NAME: Stoney Point Fire District
SUBMITTED BY: Chief Freddy L. Johnson, Sr.**

Description	Last Year FY 2018-2019 Actual	Current Year FY 2019-2020		Combing Year FY 2020-2021
		Budget	Estimate Entire Year	
Salaries(Staff of 19 FT & 5 PT)	846,972.00	820,000.00	820,000.00	877,500.00
Payroll Taxes	49,786.00	60,000.00	60,000.00	60,000.00
Employee Benefits (BC&BS)	25,055.00	52,500.00	45,000.00	50,000.00
Employee Vol-Retirement	13,688.00	8,000.00	20,000.00	20,000.00
Insurance & Workers Comp.	83,351.00	75,000.00	87,500.00	90,000.00
Station Supplies	14,922.00	25,000.00	20,000.00	20,000.00
Uniforms	13,318.00	10,000.00	27,500.00	30,000.00
Utilities	28,910.00	30,000.00	32,500.00	35,000.00
Vehicle Operations (Fuel)	30,423.00	30,000.00	32,500.00	35,000.00
Repairs to Vehicles & Equip.	150,488.00	100,000.00	110,000.00	120,000.00
Repairs to Buildings	28,718.00	30,000.00	37,500.00	40,000.00
Partl & Volunteer Expenses	30,457.00	40,000.00	37,500.00	40,000.00
Principle on Note	244,736.00	243,883.86	244,736.00	250,000.00
Miscellaneous	15,736.00	25,000.00	50,000.00	50,000.00
Training/Travel/Meals	21,110.00	20,000.00	20,000.00	30,000.00

Budget Form B (Page 1 of 2)

**COUNTY OF CUMBERLAND
ANNUAL BUDGET ESTIMATE - EXPENSES**

FISCAL YEAR 2021

FUND # 495

AGENCY # 429

ORG # 4290

**ORGANIZATION NAME: Stoney Point Fire District
SUBMITTED BY: Chief Freddy L. Johnson, Sr.**

Description	Last Year FY 2018-2019 <i>Actual</i>	Current Year FY 2019-2020		Requested	Coming Year FY 2020-2021	Show any calculation made and reasons used to arrive at the budgeted amount. Be concise
		Budget	Estimate Entire Year			
Advertising & FLSE	9,474.00	1,000.00	2,500.00	5,000.00		Fire Prevention Hand-Outs for Schools
Capital Outlay - Equipment	0.00	0.00	50,000.00	100,000.00		Replace Appliances - Saws - Fans - Hoses
Capital Outlay -- Building	0.00	0	0	0		
Capital Outlay -- Vehicles	0	40,000.00	0.00	0.00		
Capital Outlay - Land	0.00	0.00	0.00	0.00		
Professional Fees	2,850.00	7,500.00	5,000.00	7,500.00		Attorney & Accounting Fees
Dues&Subscriptions & Accreditation	15,403.00	10,000.00	20,000.00	25,000.00		Accreditation, CFI, & Association Dues
Communications & Telephone	1,958.00	3,000.00	12,500.00	15,000.00		Repairs to Radios, Telephone Svc & Verizon Air Cards for Mobile Data Terminals
Taxes & License Fees	0.00	897.00	0.00	0.00		
Total	\$1,427,355.00	\$1,631,790.98	\$1,734,736.00	\$1,900,000.00	\$0.00	

**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
James G. Turlington
Treasurer
Angus Pate
Secretary
Jerry Hall
Member
Joel A. Sites
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

December 2019

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.

 X I have discrepancies as indicated below.

Time cards missing for Teresa Garris.

Corrected 21 April 20


Larry D. Townsend

16 April 20
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
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

January 2020

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.

 X I have discrepancies as indicated below.

Time cards missing for Teresa Garris.

Corrected 21 April 20
ds


Larry D. Townsend

17 April 20
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
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

February 2020

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

18 April 2020
Date



NEWTON'S
FIRE & SAFETY EQUIPMENT, INC.

PO Box 13 - 2724 Swepsonville-Saxapahaw Rd.
Swepsonville, NC 27359
Toll Free: 800-672-5918 Fax: (336) 578-1982

Quotation

Date: April 15, 2020
Quote #: 0
Purchased/Requested By: Brandon Hanzal
Salesperson: Seth Newton
County: Cumberland
Payment Terms: NET/30
FOB: Prepaid/Add

BILL TO: Stoney Point Fire Dept

SHIP TO: Stoney Point Fire Dept

**7221 Stoney Point Rd
Fayetteville, NC 28306**

Quantity	Units	Item No.	Item Description	Unit Price	Extd. Price
5		CM17OB	Firequip Combat Master Flow 1.75" x 50' Orange	\$ 230.00	\$ 1,150.00
5		CM17YB	Firequip Combat Master Flow 1.75" x 50' Yellow	\$ 230.00	\$ 1,150.00
5		DJ30WB	Firequip 3" x 2.5" x 50' White DJ800 Hose (Add per Section for Color 18.00)	\$ 180.00	\$ 900.00
5		HS50YD	Firequip 5" x 100' HydroFlow Yellow Rubber Hose	\$ 550.00	\$ 2,750.00
10		DJ20TB	Firequip 2" x 1.5" x 50' Tan DJ800 Hose	\$ 150.00	\$ 1,500.00
4		HF30Y-30	Firequip 3" x 2.5" x 30' HydroFlow Red Rubber Hose	\$ 230.00	\$ 920.00

*Freight Free on Complete Order

Sales Total: \$ 8,370.00
Estimated Freight: Add
7.00% Sales Tax: \$ 585.90
Total: \$ 8,955.90

YARBOROUGH, WINTERS & NEVILLE, P.A.
Attorneys at Law
115 E. Russell Street
Fayetteville, North Carolina 28301

Garris Neil Yarborough
Hugh Addison Winters, III
J. Thomas Neville
Timothy C. Smith

Telephone: (910) 433-4433
Facsimile: (910) 433-2233

www.ywnlaw.com

April 3, 2020

Ms. Melissa Adams, Town Manager
Town of Hope Mills
VIA E-MAIL

RE: Public Records Request

Dear Ms. Adams:

Pursuant to Chapter 132 of the North Carolina General Statutes, I am making a public records request for the following information:

Any property "voluntarily annexed" into the Town of Hope Mills in the last five years which was located in the Stoney Point Fire District. This information should include the PIN numbers for each parcel and the date of annexation.

If it is more convenient for you, you may e-mail me this information or I will have someone come by and pick it up. Of course, I would be willing to pay the reasonable costs of reproduction as provided by North Carolina Public Records Law.

I thank you in advance for your cooperation.

Yours truly,

Neil

GARRIS NEIL YARBOROUGH
Attorney at Law

GNY:kbb

cc: Jane Starling, Town Clerk

Freddy Johnson, Chief
Stoney Point Fire Department, Inc.

Stoney Point Board of Directors Minutes April 21, 2020

Enclosure # 6 Page 1 of 1 – Attorney Yarborough – Public Records Request Letter – April 3, 2020