



# 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](mailto:spfd1301@nc.rr.com)



September 17, 2013

SUBJECT: Minutes of the Monthly Board of Directors Meeting September 2013

The monthly meeting of the Stoney Point Fire Department Inc., Board of Directors was called to order by Chairman Brown and was led in prayer by Secretary Pate at 7:40 PM. The monthly meeting was conducted at Station 13.

### A: Roll Call:<sup>1</sup>

#### Members Present:

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

#### Members Absent:

J. Gary Turlington - Member  
 Matthew Williams – Asst. Chief

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

N/A

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

- Secretary Pate presented the minutes from the June 18, 2013 Annual Membership / Board of Directors meeting for review and approval. Chairman Brown called for the approval of the June 18, 2013 minutes. **MOTION** A motion was made by Director Joel Siles to approve the June 18, 2013 Annual Meeting / Board of Directors meeting minutes as presented. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present.

### D: REPORT OF THE FIRE CHIEF:

- General Information:** At the beginning of the meeting Chief Johnson welcomed the directors back from their summer vacation.
- Guests:** None

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### 3. Personnel:

1. Our rolls are full and we have adequate recruits in the system to sustain our short term projected losses for the next six (6) months. Since our last meeting in June 2013 we have started two (2) recruit classes one in July and another last weekend with 5 students. We have also leveled our volunteer nightly crew man-power levels at ten (10) volunteer members per shift and that is down from thirteen (13). This is a cut of fifteen (15) volunteer positions total. The cuts were necessitated due to wear and tear, up-keep and associated sustainment costs. The Chief stated that these cuts will not affect our response capabilities and readiness posture. With uncertainties about the upcoming Affordable Care Act and the potential impact on our volunteer organization based on IRS rulings also played a key role in the cut backs.

### 4. Vehicles:

1. The Chief stated that since our last meeting in June, we have had some on-going apparatus maintenance issues that have been resolved. He also stated that for the amount of calls we respond to and the associated training use of our vehicles relates to breakdowns and repair issues especially on our most used apparatuses.
2. Command Vehicle 1391 (2006 Crown Victoria) just had the brake rotator and brakes replaced as well as repairs to the air-conditioning and fan blower assembly. The driver's side mirror was also replaced.
3. Brush 1941 is complete and ready for service – We are in the training phase as well as completing a special Standard Operating Guideline on the truck due to its special equipment and off road capabilities, all of which require specialized training. The truck was displayed at the Annual North Carolina Association of Fire Chief's and North Carolina State Firemen's joint conference in Raleigh last month.
4. The Chief explained to the board the projected use of the Forestry Surplus Vehicles acquired through the Federal Governments Surplus Program for Volunteer Fire Departments. The plan is to sell our 2008 Ford F-350. The truck currently has about 69000 miles on the unit. Everything on the truck is in operating order – The truck has a V-10 Gasoline Motor and is not very good on gas – We have had many lookers but no takers primarily due to the Gas Engine - We will stop during the Trail of Terror and use the unit as a support unit. All lights and siren have been removed but the unit is still marked. On the short term we will utilize the 1984 Chevrolet 1500 Cargo Truck acquired from Forestry. This unit has a diesel motor and runs good. It does not have air-conditioning but it will serve us well as our run-around vehicle. It has a 1500 Lbs. lift gate that will help us with loading and unloading of heavier items.

The 1992 Army Cargo Truck 5 Ton will be painted and prepared as a Brush Unit and replace 1341 at Station 13. The truck is in excellent condition and will serve us well as a Brush Unit. The first order of business is to paint all the acquired vehicles and trailers. We have 6 months from the time the units were picked up to change the color from the Military Olive Green paint to a civilian paint scheme. This should occur over the next 30 days – All work will be completed in-house at Station 19.<sup>2</sup>

5. Engine 1931 (1994 Quality Gladiator) had the hydraulic motor go out on the Ladder Rack. This has been replaced and the truck is back in service.

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5. FY **2012-2013** Vehicle & Equipment Expenditures. (List from Quicken) (**Final Report for Last Fiscal Year**)

1311-(1984 Pierce Dash)	\$ 1,950.93
1331-(2004 Pierce Dash)	\$14,185.29
1332-(2004 Pierce Dash)	\$14,043.15
1333-(1989 Pierce Dash)	\$ 7,143.17
1341-(1987 Chevrolet ¾ Ton)	\$ 3,252.54
1361-(1999 Pierce Arrow)	\$ 789.75
1362-(2008 Ford F-350)	\$ 627.67
1371-(2002 Chevrolet 1500 HD)	\$ 2,788.91
1376-(1997 EVI International)	\$ 1,950.01
1391-(2007 Ford Crown Victoria)	\$ 3,624.42
1931-(1994 Spartan Gladiator)	\$ 1,398.80
1932-(1986 Pierce Dash)	\$ 4,427.30
1941-(1989 AMC General 5 Ton)	\$15,194.00
Boat 13	\$ 116.34
Related Vehicle Expenditures	\$10,580.85
<b>Total Vehicle Maintenance -</b>	<b>\$82,073.13</b>
Maintenance Equipment - Other	\$20,383.95

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<b>Total Maintenance</b>	<b>\$ 102,457.08</b>
Gasoline & Fuel Expenses:	\$34,094.58

**Combined Total \$136,551.66<sup>3</sup>**

6. FY **2013-2014** Vehicle, Equipment and Fuel Expenditures (List from Quicken)

<b>UNIT #</b>	<b>NOMENCLATURE</b>	<b>EXPENDITURE</b>
<b>1311</b>	<b>1984 Pierce Dash Engine</b>	<b>0.00</b>
<b>1331</b>	<b>2004 Pierce Dash Engine</b>	<b>4,953.18</b>
<b>1332</b>	<b>2004 Pierce Dash Engine</b>	<b>626.69</b>
<b>1333</b>	<b>1989 Pierce Dash Engine</b>	<b>95.23</b>
<b>1341</b>	<b>1984 AMC General 5 Ton</b>	<b>607.61</b>
<b>1361</b>	<b>1999 Pierce Arrow Service</b>	<b>3.96</b>
<b>1362</b>	<b>2008 Ford F-350 Pick Up</b>	<b>13.87</b>
<b>1371</b>	<b>2002 Silverado 1500 HD</b>	<b>909.73</b>
<b>1376</b>	<b>1984 International Rescue</b>	<b>0.00</b>
<b>1391</b>	<b>2007 Ford Crown Victoria</b>	<b>195.33</b>
<b>1931</b>	<b>1994 Quality Gladiator Engine</b>	<b>924.99</b>
<b>1932</b>	<b>1986 Pierce Dash Engine</b>	<b>0.00</b>
<b>1941</b>	<b>1984 AMC 5 Ton Truck</b>	<b>3,249.29</b>
<b>1962</b>	<b>1984 Chevrolet ¾ Ton Diesel</b>	<b>0.00</b>
<b>BOAT</b>	<b>Out of Service - Salvaged</b>	<b>0.00</b>
	<b>RELATED VEH EXPENSES</b>	<b>275.48</b>
	<b>TOTAL VEH EXPENSES (\$ 80,000)</b>	<b>11,855.36</b>
	<b>EQUIPMENT OTHER</b>	<b>1,594.47</b>
	<b>GASOLINE &amp; FUELS (\$ 40,000)</b>	<b>7,917.10</b>
	<b>GRAND TOTAL</b>	<b>21,366.93</b>

<sup>3</sup> SPFD Board Minutes – Monthly Meeting September 17, 2013

#### 4. Grounds and Buildings:

1. The Chief stated that we are currently in the final phases of acquiring our building permit from the county. We ran into some roadblocks, which required correcting. All requirements are hopefully completed and we are waiting on our permit to be issued. We had to get a soil sample, and then comply with a new Lien Holder law for which we are exempt. The Chief stated that he had checked today and the fire and building inspectors needed to review the plans prior to the permit being issued. The Chief stated that all the requirements to run underground utilities to the building are in place with Lumbee River EMC. Once we pull our electrical permit they will run the utilities to our site. Costs for the utility run have been paid to LREMC.
2. The Chief stated that he completed all the necessary forms and releases to release the Old Station 19 back to the heirs of Mr. Brown. Our attorney Yarborough has been in contact with the Brown's attorney and everything is on track. We are waiting on a release of claims from the Brown's.
3. The Chief stated that last Friday September 13<sup>th</sup> was our first night of our annual Trail of Terror. We did not advertise for this event and still brought in 163 paying customers. The next event is scheduled to start on Friday September 27, and run every Thursday through Saturday until Saturday November 2, 2013. Our admission price this year is \$ 13.00 per ticket. We are scheduled to operate 17 nights this year. This is up by 5 nights from previous years, providing we don't have any weather cancelations or rain days. The trail was revamped by 1/3 something we do each year. Our 3-D section was also revamped with new drawings.
4. A sink hole in the parking lot at 13 near the tower – We will have to patch the hole but for the time being we will patch it with clay and then get a tar patch to keep the rain from washing it back out.
5. The Chief talked about the main building at Station 13. The building is ready for another paint job both inside and out. We also have to repair some facial boards and do some caulking. Our Windows on the building are almost 30 years old and the wear and tear has taken its toll on the Windows. We will look into replacing our windows in the near future by getting some estimates for both the windows and painting. The Chief stated that our Picnic Shelter building is also due for a paint job and some maintenance around the edges of the building.
6. The Chief stated that a large sink hole at the far corner of our Volley Ball field needs repairing. The hole was created as a result of wood rot. Many years ago we buried large roots and woods on the site. Over the years the wood has deteriorated and caused this big sink hole. We will have to haul in some fill dirt to accomplish this task. This will be done sometimes in November after the Trail of Terror is complete.
7. The Chief stated that our long range plans call for us to move all our equipment currently stored in the small storage buildings behind station 13 to station 19. Storage rooms slated for our new Storage Building will accommodate our need to store our equipment currently stored out back here at Station 13. <sup>4</sup>


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<sup>4</sup> SPFD Board Minutes – Monthly Meeting September 17, 2013

8. The Chief advised that one of the A/C units is blowing heat in the A/C mode. The unit is still under warranty and we have contacted Oxendine H/AC out of Pembroke about the problem. Oxendine originally installed the units.

**5. Fire Conditions:**

1. The Chief updated the members of the board about our current call volume. During the month of June through August answered 350 calls for a total of 964 year to date. (Please see the calls matrix below).
2. Fire Statistics 2013 Year to date:<sup>5</sup>

 <b>SPFD INCIDENT RESPONSE DATA</b> 				
<b>MONTH</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>JANUARY</b>	<b>108</b>	<b>143</b>	<b>116</b>	<b>135</b>
<b>FEBRUARY</b>	<b>87</b>	<b>166</b>	<b>115</b>	<b>135</b>
<b>MARCH</b>	<b>132</b>	<b>134</b>	<b>110</b>	<b>126</b>
<b>APRIL</b>	<b>123</b>	<b>127</b>	<b>111</b>	<b>99</b>
<b>MAY</b>	<b>111</b>	<b>116</b>	<b>103</b>	<b>119</b>
<b>JUNE</b>	<b>150</b>	<b>136</b>	<b>138</b>	<b>136</b>
<b>JULY</b>	<b>146</b>	<b>122</b>	<b>135</b>	<b>101</b>
<b>AUGUST</b>	<b>121</b>	<b>120</b>	<b>140</b>	<b>113</b>
<b>SEPTEMBER</b>	<b>140</b>	<b>135</b>	<b>115</b>	
<b>OCTOBER</b>	<b>145</b>	<b>134</b>	<b>136</b>	
<b>NOVEMBER</b>	<b>134</b>	<b>100</b>	<b>153</b>	
<b>DECEMBER</b>	<b>138</b>	<b>117</b>	<b>134</b>	
<b>TOTALS</b>	<b>1535</b>	<b>1557</b>	<b>1532</b>	<b>964</b>

**6. Training Report:**

1. The Chief stated that training is on-going continuously both in-house as well as certified training through the various fire service training providers.
2. The Chief stated that while in Chicago last month to receive the Volunteer Chief of the Year Award, he, along with the Deputy Chief, Assistant Chief Johnson S. and Lieutenant Whitman attended the Fire Rescue International (FRI) 2013 Professional Development Classes.
3. The Chief briefed the Board members that a training Standard Operating Guideline (SOG) on the new Brush Unit 1941 is in the making and training on the unit will start next month and continue until all our Driver Operators have completed the training. The 5 Ton Brush Unit has some unique capabilities that need to be addressed through training.

<sup>5</sup> SPFD Board Minutes – Monthly Meeting September 17, 2013

4. We currently have 5 Firefighters participating in Fire Officer 1 courses at the Robeson Community College. Fire Officer 1 is a pre-requisite for Fire Lieutenant. Several Lieutenant Slots are currently open.

**REPORT OF THE TREASURER:**

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

Current Fund Balances:	As of today is	\$	<b>413,160.22</b>	<b>First Citizens</b>
	CD	\$	154,337.94	= 13% of Budget.
	Total Cash Flow Available	\$	<b>567,498.16</b>	<b>Total Available Funds</b>
<hr/>				
	<b>Approved County FY 13/14 Budget</b>	\$	<b>895,890.00</b>	
	County Budget Funding Received YTD	\$	12,059.00	
	County Budget Funding Pending YTD	\$	27,966.00	
	<b>Approved Fayetteville FY 13/14 Budget</b>	\$	<b>344,841.00</b>	
	Fayetteville City Funding Received YTD	\$	0.00	
	Fayetteville City Funding Pending YTD	\$	344,841.00	
	Gates Four Annexation Taxes FY 12/13 owed by COF	\$	12,763.00	
	<b>Combined City &amp; County Approved Budget</b>	\$	<b>1,240,731.00</b>	
	Combined City & County Budget Received YTD	\$	12,059.00	
	Combined City & County Budget Pending	\$	1,228,672.00	
	Other Income Hope Mills-		0.00	
	Other Income CCFCA -		0.00	
	Tax Refund (Sales & Fuel Tax) -		0.00	
	Other Income Miscellaneous-		0.00	
	Cost of Goods Sold - <sup>6</sup>		0.00	
	<b>Total Board Funds received 13/14 to date all Sources</b>	\$	<b>12,059.00</b>	

1. Treasurer Al Grupy presented the June and July 2013 transaction reports and Vice Chairman Larry Townsend presented the financial oversight memorandum for the same time period. A review of the documentation by the members of the board resulted in Chairman Brown calling for a motion to approve both reports. **MOTION** A motion was made by Director Jerry Hall to approve both the treasurer's report along with the financial oversight reports presented by Vice Chairman Townsend for the months of June and July 2013. The motion was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. (See Enclosure # 2 & 3)
- Vice President Townsend stated that during the August financial oversight review he found that we are continuing to have problems with our automated time sheet program. This Information Technology (IT) problem has been on-going for the last three (3) months and is not acceptable and needs to be corrected immediately. Chief Johnson will look into the issue and have the problem corrected ASAP.

- Treasurer Al Grupy advised the membership that our FY 2013-14 Budget by the County was approved at \$ 895,890.00 according from a memo received from Mr. James Martin the County Manager dated July 1, 2013
- 2. Auxiliary Treasurer Kathy Picon provided the current Auxiliary treasurer's fund balance as \$ 113,769.06 as of September 17, 2013
- 3. ICE & CAN and Miscellaneous FF Account Balance \$ 10,066.88 - Child Safety Seat Fund Balance is \$ 1,133.75
- 4. For informational purposes only Pension Fund Treasurer Larry Townsend presented a \$ 60, 888.76 fund balance in our Pension Fund. He also informed the board that our Pension Fund Board of Directors voted to place \$ 50,000.00 into a Certificate of Deposit with North State Bank in order to at least make a minimal amount of income on the account. He stated that the remaining \$ 10,000.00 will be utilized to off-set plan termination fees charged by ING for our members in the 401-K retirement system that was moved from ING to the North Carolina State Firemen's Association Retirement System. The Pension Fund is regulated by the Pension Fund Board of Directors and all expenditures have to be approved by the Pension Board and the North Carolina Firemen's Association Executive Board.

**E: REPORT OF COMMITTEE'S:**

- |    |  |           |
|----|--|-----------|
| 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 - (Meets Annually in April) | No Report |

**G: OLD BUSINESS:**

- 1. The Chief informed the board member that since our last meeting in June of this year there has been no progress with Hope Mills concerning Contract negotiations for properties annexed within eye sight of the department. He stated that per the board's direction he met with Mr. Yarborough last week concerning the Town of Hope Mills in-action not only concerning a contract but also about their non-action on their statutory requirements concerning voluntary annexation and their requirement to assume the proportionate debt as outlined in the applicable law. The Food Lion and Harris Teeter annexation are now two years old and there has been no action. The Chief stated that Mr. Yarborough called the Town of Hope Mills Attorney, which resulted in a call from Mr. Ellis to Mr. Yarborough last week. Mr. Yarborough informed Chief Johnson that Mr. Ellis the Town Manager was very apologetic and cited on-going town issues. Mr. Yarborough asked that Chief Johnson call Mr. Ellis and send him an e-mail. The Chief did both last week but has not heard

anything back from Mr. Ellis. There was no reply to his e-mail and his phone call last Thursday. The Chief stated that he would call again tomorrow. A discussion amongst the members of the board followed. The board members felt that the Town of Hope Mills is procrastinating and the general consensus was that if they were going to contract they would have already done so and not drag this out. Director Hall stated that we have been extremely generous with our offer wanting to work and enter into a partnership/contract with the Town of Hope Mills and do what is right and best for the public by providing the closest and fastest emergency services. He felt that a contract would totally benefit the Town of Hope Mills, whereas they would receive full credit for a second station by ISO for pennies on the dollar. But apparently they don't see that and therefore Director Jerry Hall made a **MOTION** that we pursue legal action on the Statutory debt assumption since Hope Mills is not moving the debt assumption forward as required by law. Something they have never done on any of the previous voluntary annexations. With no further discussion Chairman Brown called for a second on the motion. The motion was **SECONDED** by Director Joel Siles and **APPROVED** by all members present. The Chief stated that he will make one final call tomorrow to Mr. Ellis. Mr. Townsend inquired with Chief Johnson if Chief Hodges the Hope Mills Fire Chief has contacted him at all concerning any contract negotiations. The Chief stated that since the meeting back at the Beaver Dam Fire Department when Chief Hodges informed him not to jump calls anymore within the annexed areas there has been no dialogue with the Chief whatsoever.

2. The Chief advised that we are still dealing with ING about moving our funds to Heritage Village Pension Service in order to join the North Carolina State Firemen's Retirement Pension Fund. We have terminated the contract effective December 31, 2012 and now completing forms in order to withdraw our funds. Just yesterday we received additional forms to be completed in order to affect our fund withdrawal.
3. Chief Johnson informed Mr. Townsend that Captain Hanzal has been working on the inventory as time permits. However the TOT has taken up much of his time – This will be completed as soon as we complete the TOT. He stated that Captain Hanzal spoke with him this morning after receiving a note from Mr. Townsend. On a related matter Vice President Larry Townsend talked about the current Inventory Process and the accompanying need to automate our current manual inventory system. He introduced an Inventory program available through Firehouse Software our current Records Management System utilizing Bar Code Technology. A discussion between the chief officers and board members followed on the pros and cons. The Chief is to check on the required stickers and their reliability on equipment used for direct suppression activities. Mr. Townsend stated that the system will cost initially about \$ 2,070.00 and thereafter about \$ 110.00 for support and maintenance annually. Secretary Alan Grupy made a **MOTION** to allow the Chief to order the software along with the hardware and equipment needed from Firehouse Software as presented and listed on the Firehouse Software Estimate # 46352 if the Chief finds the stickers suitable to meet our needs. With no further discussion Chairman Brown called for a second. The motion was **SECONDED** by Secretary Angus Pate and **APPROVED** by all members present. <sup>8</sup>



4. The Chief informed the Board members that our annual station picnic last month on August 3<sup>rd</sup> was a very successful event. Everyone, including the families and friend that attended enjoyed the afternoon, as well as the food, games and the camaraderie.<sup>9</sup>
5. The Chief stated that we received our shipment of coins that we ordered. The total cost was \$ 1,700.00 which will be paid from the Can and Ice Money funds. The coins will be handed out to all members during the Christmas dinner this year on Sunday December 15, 2013. He asked the board members to put Sunday December 15, 2013 on their calendars and plan on attending this year's Christmas Dinner starting at 1 PM. Retired Fire Chief Kenneth Mullen from the Rocky Mount Fire Department and former CEO of the North Carolina Association of Fire Chief's will be our guest speaker.
6. The Chief informed the board members that the refinancing with North State Bank going from Annual Payments to monthly payments has been completed. We did pay about \$ 20,000 in fees to affect the changeover. The majority of those fees were for owed accrued interest. We are now on track to make monthly installments.

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

1. We received another certified letter from the Town of Hope Mills on September 13, 2013 (See Enclosure # 3) requesting financial information concerning a proposed voluntary annexation by the Town of Hope Mills of .08 acres of land belonging to Landstone, LLC, and Pin # 040-66-7832. The property is located on Rockfish Road between Camden Road and the Hope Mills City Limits. The property is zoned residential and has a total parcel tax value of \$ 36,107.00. The current sales price of the property is \$ 270,000.00. The Chief has completed the request and will return it within the suspense date. (See Enclosure # 4) The Hope Mills Board of Commissioners is scheduled to vote on the annexation prior to the suspense. (A discussion followed on the voluntary annexation issue, whereas Hope Mills has not followed through with any debt payment as required by law in any of the previous voluntary annexations since the law changed in 1984.)
2. The Chief informed the Board Members that he was selected by Fire Chief Magazine as the National Volunteer Fire Chief of the Year 2013 – He was notified in early July that he had been selected and received the honor in Chicago during the opening ceremonies of Fire Rescue International. Freddy Jr., Sean and Tara attended the event with the Chief. The Chief showed the members of the board the statute and Fire Chief of the Year Ring presented by Jim Johnson from Pierce Mfg. He stated hopefully next month he will have a copy of the video of the event to play for the board members to view. He also thanked the members of the board that approved and attended his surprise reception at Station 13 on August 18, 2013.



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3. The Chief passed around an article in the Saturday Extra titled "***Fire Station stands as testament to origins***". The article was written by Bill Kirby. A brief discussion followed with President Brown explaining some of the department's early history from back in 1964 through 1970 primarily.
4. The Chief briefed the Board Members that through the Federal Governments Volunteer Fire Department Equipment Donation program we obtained free 20 Lbs. Dry Chemical Fire Extinguisher from the Department of Navy through the North Carolina Forestry Service. He explained that we picked up sufficient quantities to provide every fire department in Cumberland and Hoke County with ten (10) brand new free extinguishers. We will actually use fifty (50) in our trail of terror by placing one in each scene.
5. The Chief informed the board members that our department participated during a special 9-1-1 Ceremony at the Airborne Special Operations Museum (ASOM) in Fayetteville on Wednesday 9-1-1. The City of Fayetteville Fire Department requested two (2) Engines from the County. Both Cotton Fire Department and we send an Engine and Crew to the ASOM event. Both FDNY and NYPD were on hand for the occasion. He passed around some pictures of the event and newspaper articles written about the event in the Fayetteville Observer.<sup>10</sup> We also received several gift baskets from the general public and cards. He passed around a Card from Northwood temple and one from Village Family Dental signed by members and employees. These generous goody basket consisting of food and small merchandise are very appreciated by our members.
6. The Chief informed the members that he will be traveling to Charlotte North Carolina on Monday September 23, 2013 in order to participate in a Round Table Discussion from 6 to 9 PM in conjunction with the Executive Fire officer Program at the Charlotte Fire Department Training Academy – He stated that he along with the Charlotte Mecklenburg Fire Department Fire Chief and the Monroe Fire Department Chief are on the panel.
7. The Chief informed the members that Mrs. Ella Rose Smith, Wallace Smith widow has been ill with a significant medical condition. He requested for all the board members to remember her in their thoughts and prayers. Ella Rose has been a member for about 43 years.
8. The Chief stated that earlier today we had a scheduled visit from VFIS our Insurance Carrier to conduct an on-site liability visit. The representative took a look at our Trail of Terror and overall day to day operations to include our driving program, selection of drivers and all applicable standard operating guideline. He made one recommendation in the trail of terror, which we corrected. The representative flew in from Pennsylvania and was accompanied by a VFIS representative from the Greensboro area. It was a very productive meeting in terms of reviewing our liability issues. All of their primary concerns were already in place due to our accreditation process.
9. Lastly the Chief informed all the members that on Saturday August 31<sup>st</sup> we conducted a Pig Picking here at Station 13 for our members along with a movie night. The food and fellowship were excellent. The event was sponsored and paid for by Mrs. Ella Rose Smith.

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

N/A<sup>11</sup>

**J: ADJOURNMENT:**

There being no further business, a **MOTION** was made by Director Gary Turlington to adjourn. The motion was **SECONDED** by Vice Chairman Larry Townsend and **APPROVED** by all members present. The meeting adjourned at 2100 hours. **The next meeting is scheduled for October 15, at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

**Angus R. Pate**  
ANGUS R. PATE  
Secretary

**Cc.**

- 1 – Each Board Member
- 1 - Board File / Minutes Book
- 1 - Accountant File Copy

**4 Enclosures:**

1. SPFD Board of Directors Attendance Roster September 17, 2013
2. Financial Oversight Memorandum June 2013
3. Financial Oversight Memorandum July 2013
4. Town of Hope Mills request for information concerning Voluntary Annexation Letter dated received on September 13, 2013.

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<sup>11</sup> SPFD Board Minutes – Monthly Meeting September 17, 2013

**2013**

**BOARD OF DIRECTORS  
ATTENDANCE ROSTER**

##	NAME	JAN (13)	FEB (19)	MAR (13)	APR (19)	MAY (13)	JUN (19)	JUL (13)	AUG (19)	SEP (13)	OCT (19)	NOV (13)	DEC (19)
01	Daniel C. Brown - President(2016)	P	P	P	P	P	P	N/A	N/A	P			
02	Larry Townsend V-President (2014)	P	P	P	P	P	P	N/A	N/A	P			
03	Alan R. Grupy - Treasurer (2016)	E	P	P	P	P	P	N/A	N/A	P			
04	Angus Pate - Secretary (2016)	P	P	E	P	P	P	N/A	N/A	P			
05	Joel Siles - (2014)	P	E	E	P	P	P	N/A	N/A	P			
07	Jerry Hall - (2014)	P	P	P	P	E	P	N/A	N/A	P			
08	Gary Turlington(2014)	P	P	P	P	P	P	N/A	N/A	E			
09	Freddy Johnson Sr. - Chief	P	P	P	P	P	P	N/A	N/A	P			
10	Freddy Johnson Jr. - Deputy Chief	P	E	P	P	P	P	N/A	N/A	P			
11	Matthew W. Williams - Asst Chief	X	P	E	E	P	P	N/A	N/A	E			
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 # 1 Board Minutes September 17, 2013**

**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](mailto: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  
**Alan R. Grupy**  
Treasurer  
**Angus Pate**  
Secretary  
**Jerry Hall**  
Member  
**Joel A. Siles**  
Member  
**James G. Turlington**  
Member  
**Freddy L. Johnson Sr.**  
Fire Chief

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

Reference: Additional Internal Financial Control & Segregation of Duties

**JUNE 2013**

**Fiscal Year - 2013**

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 I 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.

1. Pay record for MR. Don Stout was missing. This issue has been corrected.

2. All time cards are missing for June due to ongoing issue with software. Once this issue is resolved the time cards will be made a part of this record by memorandum and inclusion of time cards.

  
Larry I

5 Jul 13



**SPFD Board Minutes 09/17/2013**

**Encl. # 2 Oversight Memorandum**

**June 2013**

**STONEY POINT  
FIRE DEPARTMENT INC.**  
Stations 13 & 19  
2190 Lake Upchurch Road  
Parkton, North Carolina 28371  
Phone # (910) 424-0694  
Fax # (910) 425-2795  
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**Mailing & Billing Address**  
7221 Stoney Point Road  
Fayetteville, North Carolina 28306



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

## July 2013

### Calendar Year 2013

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.

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I have found no discrepancies.

I have discrepancies as indicated below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Larry

7 Aug 13

**SPFD Board Minutes 09/17/2013**

Encl. # 3 Oversight Memorandum

July 2013





# TOWN OF HOPE MILLS

5770 ROCKFISH ROAD • HOPE MILLS, NORTH CAROLINA 28348-1848  
TELEPHONE (910) 424-4555 • FAX (910) 424-4902

Annexation No. 2013-03  
Schoenberger

CERTIFIED MAIL

September 3, 2013

Fire Chief Freddy Johnson  
Stoney Point Volunteer Fire Department  
7721 Stoney Point Road  
Fayetteville, NC 28306

Re: Property owned by Barbara & Michael Shoenberger, 0.89 acre, Pin# 0404-67-0287.

**Request for Financial Information**

Dear Chief Johnson:

The Town of Hope Mills is considering the voluntary annexation of territory which is located within the fire service area of your department. North Carolina law requires the Town to pay annually a proportionate share of any payments due on any debt (including principal and interest) relating to facilities or equipment of a rural fire department if: (1) the area where service is provided is in an insurance district designated under G.S. 153-A-233, a rural fire protection district under Article 3A of Chapter 69 of the General Statutes, or a fire service district under Article 16 of Chapter 153A of the General Statutes; (2) the debt was existing at the time of submission of a voluntary petition for contiguous annexation; and (3) the amount of debt payments calculated for all voluntary contiguous annexations exceeds one hundred dollars (\$100.00) in any calendar year. A petition was submitted that includes an area served by your department on August 19, 2013.

In order to determine the Town's proportionate share of your department's debt, we will need certain information concerning your debt. A request for debt information concerning your department is attached. Please make this information available to the Town not later than thirty (30) days following receipt of this letter. Please be advised that failure to respond within 45 days following receipt of this letter will result in the forfeiture of your department's rights to receive any payment on this debt.

If any additional information or assistance is needed, please do not hesitate to call.

Sincerely,

John W. Ellis, III  
Town Manager

JWE/mpa

cc: Melissa P. Adams Town Clerk  
Chuck Hodges, Fire Chief  
S:



**SPFD Board Minutes 09/17/2013**

Encl. # 4 Hope Mills Annexation Letter  
Shoenberger Property 0.89 Acre