

STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

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

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

E-Mail spfd13@nc.rr.com

October 26, 2010

SUBJECT: Minutes of the Monthly Board of Directors Meeting October 26, 2010

The monthly meeting of the Stoney Point Fire Department Inc., Board of Directors was called to order by Chairman Brown and was let in prayer by Director Angus Pate at 7:30 PM. The meeting was conducted at Station 13.

A: Roll Call:

Members Present:

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

Members Absent:

James Bullard	Director
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B: ANNUAL/SPECIAL/PUBLIC HEARING MEETING:

Not Applicable

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

Secretary Pate presented the minutes from the September 14, 2010 Board of Directors meeting for review and approval. Chairman Brown called for the approval of the presented minutes.

MOTION A motion was made by Director Larry Townsend to approve the September 14, 2010 minutes. The motion was seconded by Director Joel Siles and **APPROVED** by all members present. The meeting was conducted one (1) week later due to the Fire Chief attending a re-certification class during the 3rd week in October.

D: REPORT OF THE FIRE CHIEF:

General Information: Chief Johnson Sr. briefed the members of the board about his training session concerning his Fire/Arson recertification. The Chief explained that his certification expires in December 2010 and he needed a minimum of 40 tested and advanced Fire/Arson training hours to submit with his recertification application to the Department of Insurance (DOI).¹

Guests: None

¹ Monthly SPFD Board of Directors Meeting October 26, 2010

Personnel:

1. Chief Johnson stated that our rolls are maintaining and we are starting another recruit class on Saturday November 6, 2010. We currently have five (5) new applicants waiting to start the program.
2. Chief Johnson informed the BOD that on Sunday October 16, 2010 the Department of Insurance (DOI) provided the written test to all our officers still needing Fire Officer Level I certification. All but two (2) past the test and the two officers will be retested on Friday November 12, 2010. Both have a study guide to complete this task.

Vehicles:

1. Engine 1332 has been placed back in service and all work to the gear box and the front break rotors have been replaced and repaired. Because the vehicle was out of warranty we did receive a break on the parts but burdened the labor charges which were high to Triad.²
2. Engine 1932 has a water leak in the tank and was taken out of service until the leak can be repaired or the 1000 gallon water tank can be replaced. We do have a spare tank in our parts truck parked behind station 19. It is also a 20 year old steel tank and we are checking it to determine the state of the tank.
3. Engine 1931 again has white milky slush like substances in the radiator. The radiator had already been flushed for the same reason twice and we replaced the radiator in the unit. We are talking with Smithfield International about this problem. But we will need to flush the radiator again in order to avoid damage to the engine.
4. The chief stated that our fleet especially 1331 and 1332 our two new trucks have cost us some money so far this fiscal year. We spend already \$ 7,424.85 on 1331 due to the steering box, front rotors and transmission problems. During the 1st quarter of this fiscal year we have spend a total of \$ 15, 229.55 on 12 unit fleet maintenance.

Grounds and Buildings:

1. Currently there are no major issues. We are having our heating system serviced for the upcoming cold weather here at # 13 and the system at # 19 is up and running with no problems.
2. We are in the early stages of our planning process of moving the annual Trail of Terror fund raiser to Station 19 over the next two years. The venue is becoming too large here at Station 13.

Fire Conditions:

1. Chief Johnson Sr. that during the month of September 2010 we responded to 51 fire calls and 91 medical and rescue related calls for a total of 142 responses. This includes mutual and automatic aid calls to other districts as well.

² Monthly SPFD Board of Directors Meeting October 26, 2010 Page 2 of 6

2. The chief stated that we responded to several critical motor vehicle accidents during the last month with one fatality on Fisher Road and a Horse fatality on Blacks Bridge Road. Speed and alcohol were a factor in the Fisher Road incident, and alcohol was a factor in the horse incident, whereas the horse rider was charged with operating a vehicle (Horse) under the influence. The horse threw the rider after being spooked and ran head on into a Pick-Up Truck with the collision being fatal to the horse.
3. The chief briefed the BOD on the triple fire fatality which occurred in the Godwin Falcon Fire District earlier this month. Working smoke alarms were not found in the residence by investigator and the chief informed the BOD on "Operation Safe a Life" a smoke alarm program that makes smoke alarms available through the local fire departments. The program is sponsored by ABC 11, KIDDE and other partners. Free smoke alarms are made available to counties for installation in homes that lack working smoke alarms.

Training Report:

1. The Chief Stated that we had 11 members complete the Hazardous Material Responder Course sponsored by our department.
2. Both Chief Johnson Sr. and Assistant Chief Sean Johnson completed their Level III Fire Life Safety Educator Certification course and have completed the entire program.
3. We received a letter from the Office of the State Fire Marshal advising us that our members were placed on stand-by status to attend the National Fire Academy Weekend in November.
4. Both Firefighters Brian Parker and Alex Kuehn our German exchange firefighter completed the treacherous North Carolina Breathing and Equipment School in Gastonia October 15, 2010. The next class is scheduled for April 2011 and we have tentatively scheduled Captain Hanzal and Lieutenant Long to attend the next course.
5. With the trail operations this month we have only trained our cadets and suspended all other training until the completion of the Trail of Terror.

Accreditation:

1. Work is on-going with another meeting scheduled for the weekend of November 12, 13 & 14 with our accreditation manager here at Station 13.

E: REPORT OF THE TREASURER:

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

Current Fund Balances:	As of today is \$	360,130.01 checking
	CD	\$ 151,788.73 North State Bank
	Total Cash Flow Available	\$ 511,918.74 Available Funds³

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³ Monthly SPFD Board of Directors Meeting October 26, 2010 Page 3 of 6

Approved County FY 10/11 Budget	\$	790,321.00
County Budget Funding Received YTD	\$	94,180.00
County Budget Funding Pending YTD	\$	696,141.00
County Budget Collected over approved budget	\$	0.00
Approved Fayetteville FY 10/11 Budget	\$	310,584.41
Fayetteville City Funding Received YTD	\$	103,528.12
Fayetteville City Funding Pending YTD	\$	207,056.29
Combined City & County Approved Budget	\$	1,100,905.41
Combined City & County Budget Received YTD	\$	197,708.12
Combined City & County Budget Pending	\$	903,197.29
Other Income Hope Mills	\$	0.00
Other Income CCFCA	\$	0.00
Other Income Miscellaneous (Sales & Fuel Tax)	\$	688.90
Safer Grant Approved for FY 10/11	\$	TBD
Safer Grant Income Received FY 10/11	\$	56,782.66
Total Board Funds received FY 10/11 all Sources	\$	255,179.68

2. Treasurer Al Grupy presented the financial transaction report and update for the month of September 2010. Larry Townsend presented to the Board a Memorandum outlining his oversight review for the month of September 2010 with no discrepancies noted. (See Enclosure # 1) Director Townsend stated that he found a couple of on the spot corrections and otherwise no discrepancies for the listed month and asked the board members to approve the Financial Transaction and oversight report for the month of September 2010. **MOTION** A motion was made by Director Jerry Hall to approve both the financial transactions as presented by the treasurer and reviewed by Director Townsend. The motion was seconded by Director Joel Siles and **APPROVED** by all members present.
3. Auxiliary treasurer Kathy Picon advised that so far we made \$ 73,506.00 on the trail of terror. We spend a total of 36,186.11 on the trail, leaving us a profit margin of \$ 37,319.89. A detailed report should be ready for the November meeting.

F: REPORT OF COMMITTEE'S:

1. **Policy Committee** - No Report
2. **Equipment & Vehicle Replacement Committee** - No Report
3. **Building & Grounds Committee** - No Report
4. **Small Tools & Gear Committee** - No Report
5. **Budget Committee** - No Report⁴

⁴ Monthly SPFD Board of Directors Meeting October 26, 2010 Page 4 of 6

G: OLD BUSINESS:

1. The Chief stated that we are still waiting on our Mobile Data Computers from the City of Fayetteville – We are the process of signing a compliance statement. The Chief showed the BOD an e-mail from Battalion Commander Michael Hill outlining the implementation process as well as other information. (See Enclosure # 2)
2. Chief Johnson stated that he wrote a letter to Chief Nichols outlining his concerns with the contract and is waiting to hear back from him.
3. Chief Johnson informed the BOD that the Fire Chief's meeting scheduled with Lieutenant General Frank G. Helmick was canceled at the last minute due to a conflict with the general's calendar. The meeting will be re-scheduled for early next year.
4. The Chief stated that the Annual Memorial Service this month was a success with a great turn-out. A brick was laid in Honor of Engineer Wallace J. Smith. His wife, family members and Deputy Chief Johnson Jr. participated in the laying of the brick and Assistant Chief Kevin Murphy read a short biography honoring Wallace.
5. Chief Johnson stated that prepared the necessary paperwork to have director Larry Townsend appointed to the Firemen's relief board by the Commissioner of Insurance. The paperwork was submitted and Commissioner Goodwin immediately appointed Director Townsend to the position. Appointed letter is enclosed. (See Enclosure # 20) He stated that he and Larry will go to Bank of America with the approved minutes, Director's Townsend appointment letter in order to have him placed on the signature card. Chief Johnson will be added as an additional signature authority in case of an un-foreseen emergency.
6. Chief Johnson updated the BOD on the Trail of Terror as of Saturday October 23rd; we have 6200 visitors go through our trail. Our goal is 10,000 and we have this Thursday, Friday, Saturday and Sunday left to accomplish our goal.

H. NEW BUSINESS:

1. Chief Johnson stated that with the resignation of Lieutenant Mark Rasdall an opening on B Shift is now available. He is looking at former employee Timothy Piltz to fill a firefighter position. The supervisor position will be filled at a later date, with Sr. Firefighter/Engineer Kenny Dudley serving as interim shift supervisor.

I: CLOSED SESSION - WHEN APPLICABLE:

Not Applicable ⁵

J: ADJOURNMENT:

There being no further business, a **MOTION** was made by Director Larry Townsend to adjourn. The motion was seconded by Director Alan Grupy and **APPROVED** by all members present. The meeting adjourned at 2045 hours. The next meeting is scheduled for November 16, 2010 at Station 19.

Respectfully Submitted:

Angus R. Pate

ANGUS R. PATE
Secretary

3 Enclosures:

1. Oversight Memo Director Larry Townsend (September 2010)
2. E-Mail Battalion Commander Michael Hill, FFD
3. Board Member Attendance Roster October 26, 2010⁶

⁶ Monthly SPFD Board of Directors Meeting October 26, 2010

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FIRE DEPARTMENT INC.**
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Daniel C. Brown
President
Larry Townsend
Vice President
Angus Pate
Secretary
Al Grupy
Treasurer
James P. Bullard
Member
Jerry R. Hall
Member
Joel A. Siles
Member
Freddy L. Johnson Sr.
Fire Chief

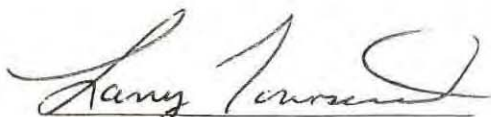
Memorandum For: Haigh, Byrd & Lambert, LLP, Certified Public Accountants
Reference: Additional Internal Financial Control & Segregation of Duties

September 2010
MONTH

In order to establish and maintain enhanced internal controls, including monitoring of ongoing financial and accounting principles of our organization in addition to the current duties performed by the Clerk of the Board and the Appointed Treasurer, and to comply with the recommendation as outlined in a letter from Haigh, Byrd & Lambert, LLP Certified Public Accountant, addressed to the Stoney Point Board of Directors addressing Segregation of Duties, and whereas the Stoney Point Board of Directors appointed Director Larry Townsend to conduct and perform said duties.

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

I have found no discrepancies
 Discrepancies are indicated below


Larry Townsend
Oct 25, 2010
Date



Freddy Johnson <spfd1301@gmail.com>

Computer Update

4 messages

Michael Hill <MHill@ci.fay.nc.us>**Thu, Sep 9, 2010 at 11:50 AM**

To: Freddy Johnson <spfd1301@nc.rr.com>

Cc: Kenneth Hall <KHall@ci.fay.nc.us>, Steven Parrish <SParrish@ci.fay.nc.us>, Roy West <RWest@ci.fay.nc.us>, Lester Goodwin <LGoodwin@ci.fay.nc.us>, Cynthia Winningham <CWinningham@ci.fay.nc.us>, Derrick Bowens <DBowens@ci.fay.nc.us>, Benjamin Major <BMajor@ci.fay.nc.us>

Chief Johnson,

We have delivered your 4 computers to the City I.T. department for software loading. There will be some cost, as we previously discussed, for license fees. I will forward you a quote as soon as I get it. They are also working with the City Attorney's office to develop a user agreement that specifies the software maintenance requirements and user practices that comply with City I.T. usage policies. This is a requirement that is placed upon anyone connected to the COF network environment. This too, I will forward as soon as possible. Thanks for your patience.

Chief's Hall and Parish,

We are one step closer to gaining City FireHouse RMS access from your station. The user agreement mentioned above is the obstacle. Though two separate issues they are related enough to bundle into one process. I will pass along updates accordingly. Thanks.

Enclosure # 2 SPFD Board of Directors Meeting October 26, 2010

Mike Hill, Battalion Commander
Fire/Emergency Management Department
City of Fayetteville, North Carolina
Phone 910.433.1428 | Fax 910.433.1757
<http://www.cityoffayetteville.org>
www.bravethefire.com

Michael Hill <MHill@ci.fay.nc.us>

Thu, Sep 30, 2010 at 8:11 AM

To: Michael Hill <MHill@ci.fay.nc.us>, Freddy Johnson <spfd1301@nc.rr.com>
Cc: Kenneth Hall <KHall@ci.fay.nc.us>, Steven Parrish <SParrish@ci.fay.nc.us>, Roy West <RWest@ci.fay.nc.us>, Lester Goodwin <LGoodwin@ci.fay.nc.us>, Cynthia Wunningham <CWinningham@ci.fay.nc.us>, Derrick Bowens <DBowens@ci.fay.nc.us>, Benjamin Major <BMajor@ci.fay.nc.us>, Diana Wunningham <DWinningham@ci.fay.nc.us>, Benjamin Nichols <BNichols@ci.fay.nc.us>

Diana, Cynthia, Derrick,

Today make three weeks since we delivered Stoney Point's computers for programming and inquired about associated cost to pass along to them. Can you provide us with an update and estimated time of project completion? Thanks.

MHill

From: Michael Hill
Sent: Thursday, September 09, 2010 11:50 AM
To: 'Freddy Johnson'
Cc: Kenneth Hall; Steven Parrish; Roy West; Lester Goodwin; Cynthia Wunningham; Derrick Bowens; Benjamin Major
Subject: Computer Update

[Quoted text hidden]

Cynthia Wunningham <CWinningham@ci.fay.nc.us>

Thu, Sep 30, 2010 at 4:32 PM

To: Michael Hill <MHill@ci.fay.nc.us>, Chief Freddy Johnson <spfd1301@nc.rr.com>
Cc: Kenneth Hall <KHall@ci.fay.nc.us>, Steven Parrish <SParrish@ci.fay.nc.us>, Roy West <RWest@ci.fay.nc.us>, Lester Goodwin <LGoodwin@ci.fay.nc.us>, Derrick Bowens <DBowens@ci.fay.nc.us>, Benjamin Major <BMajor@ci.fay.nc.us>, Diana Wunningham <DWinningham@ci.fay.nc.us>, Benjamin Nichols <BNichols@ci.fay.nc.us>, Tracey Glover <TGlover@ci.fay.nc.us>

Mike,

Enclosure # 2 SPFD Board of Directors Minutes October 26, 2010 (Page 2 of 4)

Based on feedback from our City Attorney's Office (Brian Leonard) these laptops can be built using City Software because they are being used to support city requirements. With this decision being finalized I will refer to Diana for a timeline on getting the laptops configured.

Thank you,

Cynthia M. Winningham, Senior System Analyst

Information Technology

Fayetteville City Hall

433 Hay Street

Fayetteville, North Carolina 28301-5537

Phone: 910.433.1072 | cwinningham@ci.fay.nc.us

<http://www.cityoffayetteville.org>

Mobile: 910-354-5489

From: Michael Hill

Sent: Thursday, September 30, 2010 8:11 AM

To: Michael Hill; Chief Freddy Johnson

Cc: Kenneth Hall; Steven Parrish; Roy West; Lester Goodwin; Cynthia Winningham; Derrick Bowens; Benjamin Major; Diana Winningham; Benjamin Nichols

Subject: RE: Computer Update

[Quoted text hidden]

Freddy Johnson <spfd1301@nc.rr.com>
To: Cynthia Winningham <CWinningham@ci.fay.nc.us>

Mon, Oct 18, 2010 at 7:55 PM

Mike any updates on the mobile data computers ?

[Quoted text hidden]

—

Freddy L. Johnson Sr., CFO

Fire Chief

Stoney Point Fire Department Inc.

Stations 13 & 19

7221 Stoney Point Road

Fayetteville, North Carolina 28306-8005

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<https://mail.google.com/mail/?ui=2&ik=2470b8baa2&view=pt&search=inbox&th=12af7...> 11/16/2010

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<https://mail.google.com/mail/?ui=2&ik=2470b8baa2&view=pt&search=inbox&th=12af7...> 11/16/2010

2009

BOARD OF DIRECTORS ATTENDANCE ROSTER

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President (2012)	P	P	P	P	P	P	N/A	N/A	P	P	P	P
02	Alan R. Grupy - Treasurer (2012)	P	A	P	P	P	P	N/A	N/A	P	P	P	P
03	Angus Pate - Secretary (2012)	P	P	P	P	P	P	N/A	N/A	P	A	P	P
04	Joel Siles - (2010)	P	A	P	A	P	A	N/A	N/A	A	P	P	P
05	James Bullard - (2010)	P	P	P	A	P	A	N/A	N/A	A	P	A	P
06	Larry Townsend V-President (2010)	P	P	P	A	P	P	N/A	N/A	P	A	A	P
07	Jerry Hall - (2010)	P	P	P	A	A	P	N/A	N/A	P	A	P	P
08	Freddy Johnson Sr. - Chief	P	P	P	P	P	P	N/A	N/A	P	P	P	P
09	Freddy Johnson Jr. - Deputy Chief	A	A	A	A	A	P	N/A	N/A	P	A	A	A
10	Matthew W. Williams - Asst Chief	A	A	A	A	P	P	N/A	N/A	P	A	A	P
11	Sean Johnson - Asst Chief	A-E	A-E	A-E	A-E	A-E	A-E	N/A	N/A	A-E	P	P	A-E
12	Chad Autry - Asst Chief	A-E	A-E	A-E	A-E	A-E	A-E	N/A	N/A	A-E	A-E	A-E	P

P-Present - A-Absent - N/A - No Meeting Conducted **A-E - Absent & not required to attend by invitation only.** N/A No Meeting Vacation

2010

BOARD OF DIRECTORS ATTENDANCE ROSTER

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

P-Present - A-Absent - N/A - No Meeting Conducted **A-E - Absent & not required to attend by invitation only.** N/A No Meeting

ENCLOSURE # 3 SPFD Board Minutes October 26, 2010