



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

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December 18, 2018

SUBJECT: Minutes of the Monthly Board of Directors Meeting – December 2018

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 Secretary Pate at 7:30 PM. The meeting was conducted at the corporate office Station 19.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Larry D. Townsend	Vice. Chairman
Gary Turlington	Treasurer
Angus Pate	Secretary
Jerry Hall	Member
Joel A. Siles	Member

Members Absent:

Roger Hall – Member

Chief Officers Present:

Freddy L. Johnson Sr. Fire Chief

Chief Officers Absent

Freddy L. Johnson Jr. – Deputy Chief

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

N/A

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

1. Secretary Pate presented the minutes from the monthly November 13, 2018 Board of Directors meeting for review and approval. After a review of the November 13, 2018 minutes by all members in attendance Chairman Brown called for the approval of the November 13, 2018 Monthly Board of Directors meeting minutes. **MOTION** A motion was made by Member Joel Siles to approve the November 13, 2018 Annual and Monthly Board of Directors minutes as recorded by Chief Johnson Sr. The motion was **SECONDED** by Member Jerry Hall and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

1. **General Information.**

1. Chief Johnson informed Chairman Brown that Board Member Roger Hall was not able to attend due to out of town travel for the Christmas Holiday.

2. **Guests:** None



3. Personnel:

1. The Chief stated that we started our last recruit class of the year on November 10, 2018.

4. Vehicles:

1. The Chief stated that when Engineer Stewart dismantled the hose bed of Engine 1333 (1989 Pierce Dash) we found complete holes in the lid of the steel tank. These holes were as a result from rust. We are now inspecting the remaining tank in order to determine the extent of the problem. We are looking at several options to repair the holes in the tank lid. The initial water leak from the quick dump valve was repaired in house and is not leaking any more when



tested. Engineer Stewart welded all the water leaks, and applied rust inhibiting paint on the remaining areas. This will slow deterioration and will allow us to continue to utilize the apparatus. 1333 and 1932 are our only two Engines with over 30 years of service and are in line for replacement as part of our fleet upgrade and replacement program.

2. Engine 1311 (*Donated 1985 Seagrave*) was taken to Gregory Poole for complete service of the engine oil, transmission and rear ends. Engine 1311 is a good running truck but there was evidence that the truck has not been serviced in a very long time. This service brought the apparatus up-to-date on all its services including a North Carolina DOT inspection. The unit needs some work on the pump panel, six (6) compound pressure gauges require replacing and the truck needs to be serviced tested. The plan for the apparatus is to donate it to the Cumberland County School System for their Public Safety Curriculum, specifically their Fire Academy program. We will do this immediately after our ISO inspection scheduled for later this year.
3. The Chief's advised that the new Chief's Vehicle ordered back in October has been shipped from the factory and is on the way to the Flow Automotive Center located in Winston Salem, North Carolina. Depending on the weather it should take about two (2) weeks for delivery. Flow will deliver the new Service Vehicle directly to our department. With Christmas next week the Chief stated that he doesn't expect the vehicle until after the Christmas Holiday. He reminded the board members that once we receive the Tahoe, we will outfit it with emergency equipment such as radios, lights and siren.
4. The Chief stated that Truck 1351 was taken to Gregory Pool to have the brakes checked after Engineer Stewart stated that the brakes seemed spongy. The brakes were adjusted, however mechanics found a crack in the oil pan that is responsible for the oil leak that we find daily underneath the truck. They are researching a new oil pan and prices.
- 5.

6. Maintenance, Equipment and Fuel Expenses Fiscal Year **2018-19**

(FY **2018-2019** Vehicle, Equipment and Fuel Expenditures as of October 15, 2018) (List from **Quicken**) (Previous two (2) Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 16/17	FY 17/18	FY 18/19
1311-R	1984 Pierce Dash Engine	1,330.01	(DONATED)0.00	0.00
1311-R	1985 Seagrave (Green Hornet)	Not Applicable	Not Applicable	
1319	1960 American LaFrance (Antique)	4,753.97	560.22	826.63
1331	2017 Pierce Arrow-XT	Not Applicable	48,128.39	549.75
1332	2004 Pierce Dash Engine	6,217.27	42,134.97	291.46
1333	1988 Pierce Dash Engine	48,983.80	14,864.97	4,055.88
1341	1990 AMC General 5 Ton Cargo Brush	427.53	1,440.02	942.02
1351	1996 E-One 75ft Ladder Truck	Not Applicable	17,618.30	11,513.55
1362	2015 GMC Sierra 2500 HD 4 X 4	1,643.38	116.44	883.24
1371	2016 GMC Sierra 1500 4 X 4	6,616.79	13.60	224.78
1391	Future Command Vehicle 2018	Not Applicable	0.00	0.00
Rescue 13	2017 Pierce Arrow-XT-Walk In	Not Applicable	18,516.09	27,514.30
1931	2004 Pierce Dash Engine	8,514.85	28,944.61	6,912.82
1932	1986 Pierce Dash Engine	7,301.45	1,814.21	457.47
1941	1984 AMC 5 Ton Truck	4,870.27	SOLD 2,606.24	
1961	1984 Chevrolet ¾ Ton Diesel-Lift Gate	243.58	0.00	0.00
1962	2015 GMC Sierra 2500 HD 4 X 4	26.73	980.32	1,006.92
1963	2017 – Auxiliary Support Trailer	Not Applicable	0.00	0.00
1981	2016 Mobile Air Trailer	268.60	0.00	6.42
Rescue 19	1984 International Rescue (1376)	3,826.56	SOLD 2,319.79	
Boat 13	19” Rescue One Connector Boat 50 HP	1,007.31	715.58	318.64
Boat 19	14” Zodiac Inflatable 25 HP	0.00	5.99	0.00
Trailers	2009 Boat Trailer Double Stack	0.00	2.75	0.00
U-Trailer	Utility Trailer (Small)	0.00	13.26	160.83
Cmd Trl	2006 FEMA Trailer	23.75	23.75,	0.00
MISC	RELATED VEH EXPENSES	7,817.04	5,575.65	4,182.64
	Total Vehicle Maintenance	103,846.16	186,383.17	59,847.35
	EQUIPMENT OTHER	16,281.37	17,305.17	9,981.60
	TOTAL VEH/EQUIP EXPENSES	120,127.32	203,688.34	69,828.95
	BUDGETED (\$100,000.00)			
	GASOLINE & FUELS (\$ 40,000)	22,079.38	23,976.32	14,673.62
	FY-BUDGETED TOTAL (140,000) FY 19	142,206.70	227,664.66	84,502.57
	Total over / under Budget	+ 22,206.70	+ 87,664.66	





5. Grounds and Buildings:

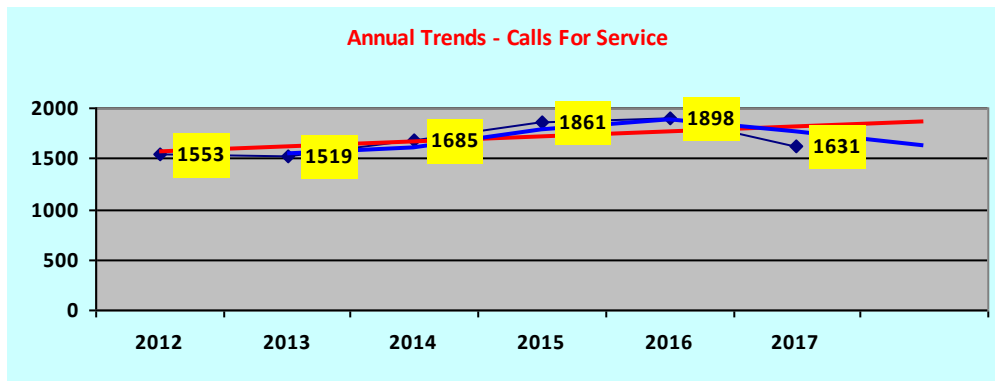
1. Mr. Prevatte our cabinet maker has replaced the women’s and now the men’s countertops here at Station 13. Due to heavy use of our bathrooms the counter tops were in need of replacement.
2. Our station 13 facility is in need of some touch up painting and repairs of our door ways. Several of our metal doors leading into the apparatus bay floor are rusted due to extreme wear and tear and use. The chief should have additional information during our January 2019 meeting.

6. Fire Conditions:

1. Chief Johnson briefed on our current call volume through November 2018. He stated that we are running behind in call volume compared to previous years due to AVL.

(See Charts below – Monthly calls by year and annual trend line chart.)

 SPFD INCIDENT RESPONSE DATA 						
MONTH	2013	2014	2015	2016	2017	2018
JANUARY	135	158	161	159	163	139
FEBRUARY	135	123	173	136	141	113
MARCH	126	139	142	156	138	137
APRIL	99	144	159	139	134	130
MAY	119	145	161	144	120	127
JUNE	136	139	169	126	100	131
JULY	101	181	152	135	153	132
AUGUST	118	130	150	175	147	107
SEPTEMBER	97	122	152	169	120	144
OCTOBER	124	130	139	198	150	137
NOVEMBER	112	131	145	147	127	132
DECEMBER	113	143	164	214	138	
TOTALS	1519	1685	1861	1898	1631	1429



7. Training Report:

1. Engineer David Stewart has been approved to attend a Swift Water & Flood Rescue Technician Advanced course in March 2019 here in the North Carolina Mountains. The course fees are \$ 435.00 for the two (2) day Swift Water Flood Rescue Technician course and \$ 735.00 for the five (5) day Swift Water and Flood Boat Operator Course. This does not include lodging and food. The Chief stated that he informed Assistant Chief Murphy, our training officer that Engineer Stewart has to pass on to our Swift Water Technicians what he learned in the course in order for his training to benefit all our rescue technicians.

E: REPORT OF THE TREASURER:

1. Treasurer Turlington provided the monthly board fund balances along with all financial information from all sources below.

Current Fund Balances:	As of today is	\$	1,808,106.56	First Citizens
	CD as of September 2018	\$	210,697.16	15% of Budget.
	Total Cash Flow Available	\$	2,018,803.72	Total Available Funds

Fiscal Year 2018 – 2019 Budget Information

Approved County FY 17/18 Budget		963,888.00
County Budget Funding Received YTD \$		723,057.10
County Budget Funding Pending YTD \$		240,831.00
Approved Fayetteville FY 18/19 Budget \$		434,411.82
Fayetteville City Funding Received YTD \$		217,205.91
Fayetteville City Funding Pending YTD \$		217,205.91
Approved Town of Hope Mills Contract FY 18/19 Budget \$		\$ 78,692.00
Town of Hope Mills Contract Funding Received YTD \$		6,000.00
Hope Mills Budget Funding Pending YTD		72,692.00
	(HM Funding Last FY received August 2018)	66,992.00
Other Income Hope Mills-Old Mutual Aid (\$ 8,000.00 FY 19/20) ¼ Reduction		\$ 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 18/19 Budget \$		1,476,991.82
Combined City / HM & County Budget Received YTD - \$		946,262.91
Combined City, HM & County Budget Pending - \$		530,728.91
Other Income /Tax Refund (Sales & Fuel Tax) - \$		28,938.02
Goods (Property) Sold		5,000.00
Total Board Funds YTD received 18/19 to date ALL SOURCES \$		1,041,893.97

1. Vice Chairman Larry Townsend stated that due to weather related issues, the Thanksgiving Holiday and now with the advent of the Christmas Holidays our financial oversight report



for the months of September through November will be presented during our January 2019 meeting.

2. Treasurer Gary Turlington presented the Fiscal Year 2017-2018 Financial Audits, associated Management Letters, the 2017 Form 990 and Form 8879-EO dated 11/15/2018 to the members of the board and reported no issues with the audits. After a discussion amongst all members concerning the audits and listed attachments, Chairman Brown called for a motion to approve or disapprove the presented financial audit. **MOTION:** Director Joel Siles made a motion to approve the Fiscal Year 2017-18 Financial Audits completed by Haigh, Byrd & Lambert, LLP. as presented to the board. The motion was **SECONDED** by Director Jerry Hall and **APPROVED** by all members present. (See Enclosure # 2)
3. **Auxiliary Account** - Treasurer Tracie Johnson via text message provided the Auxiliary treasurer's fund balance as of today at **\$ 266,090.11**. The Chief stated that the annual Christmas Dinner costs were paid for out of the auxiliary account.
4. **Miscellaneous Firefighter Account (Ice & Cans)** - The Chief stated that the current fund balance is **\$ 6,570.56**.
5. **Relief Fund** – Vice Chairman Townsend who serves as treasurer of our Firemen's Relief Fund advised that according to our June 29, 2018 statement we have **\$ 73,827.26** in the form of a CD and a total of **\$ 11,094.87** in our associated check book with North State Bank, for a combined total of **\$ 84,922.13**. This includes this year's relief fund disbursement.
6. **Child Passenger Safety Seat Account** – The current CPSS fund balance with Wells Fargo (\$ 1,350.75) and BB&T (\$ 559.00) combined is **\$ 1,909.75**. This fund is exclusively for CPS equipment and is maintained by donations.

F: 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 - | No Report |

G: OLD BUSINESS:

1. Chief Johnson briefed the members of the board concerning on-going actions with the PSTF and county officials concerning both funding and county contracts. Hopefully these issues will be finalized within the next several months, in order to present a new contract to the board.



2. Chief Johnson stated that our 2018 annual Christmas Dinner was another success with 297 family members and guests in attendance. Elvis was a big success and the food caterer did a good job and the food was well liked by everyone. General Sonntag our guest speaker was also very well received by everyone in attendance.
3. Chief Johnson informed the members on the progress and selection of the vacant Cumberland County Emergency Services Directors position vacated after the resignation of Director Randy Beeman during the summer.

H. NEW BUSINESS:

1. The Chief informed the board that we applied for Public Assistance from FEMA for Hurricane Florence operating expenses relating to overtime pay, volunteer pay and operational costs directly related to Hurricane Florence.
2. Chief Johnson advised the board members that on Thursday November 15, 2018 on or about 1850 hours Engine 1331 (2017 Pierce Arrow-XT) was involved in a motor vehicle accident in front of our neighbors house on Stoney Point Road. Our unit was dispatched to an alarm activation and after pulling out on the highway collided with a 2016 Chevrolet operated by a Ms. Adriana Leigh Sutton. Fayetteville Police Department investigated the accident and according to the lead investigator the accident was ruled undetermined and left in the hands of our insurance company. Ms. Sutton was transported via medic to the hospital. On Friday November 16, 2018 the Chief contacted our insurance provider in order to open up a claim on the incident.
3. Chief Johnson passed around a NC Department of Transportation Community Studies Group, Human Environment local EMS Input Form for STIP Project U-6073 Community Characteristics Report for Fisher Road. Fisher Road is projected to be widened to a four lane highway with a median from Bingham Drive to Strickland Bridge Road.
4. Chief Johnson stated that on Monday morning December 17, 2018 he met with Misty Manning, P.E. Engineer II who is the Public Works Commission (PWC) Water Resource Engineering representative. He passed around preliminary draft maps from the Public Works Commission (PWC) concerning the installation of Sewer lines projected to go through our back-yard here at Station 13 where a 20 foot right of way will be required by PWC. The reason for going through the backyard is because Stoney Point Road is also projected to widen to a four (4) lane highway from the intersection of Lakewood Drive and King Road Intersection to Barefoot Road. This is part of the new I-295 Southern Loop road redesign project. The road project will have a negative effect on our front apron. This is something we are planning on talking about with the NC DOT Engineers, whereas there was more room on the opposite side of the highway than in front of the station. For the PWC sewer project we will be assessed a fee based on Stoney Point Road Frontage. This fee assessment will be offset based on the right-of-way requirements coming through our property in the back. We would also have to abandon our well currently in use for irrigation purpose. Mr. Jimmy Autry PWC Right-of-Way Supervisor will be in contact with our department to deal with the right-of-way issue.
5. Chief Johnson informed the members of the board concerning the 2019 Valor Awards scheduled for June 25, 2019 at Manna Church on Cliffdale Road. The program has several sponsors and is coordinated by the Fayetteville Greater Area Chamber of Commerce. He



stated that we will submit several names for consideration especially Aislinn Otero's name for a life safety award during the 2019 Valor Awards program in June.

6. Chief Johnson briefed the board that it is time to upgrade our telephone system here at Station 19 and 13. The system will provide us multiple lines and will also allow us to tie our two facilities together. Calls during normal business hours will be handled at Station 13 and any calls for members at Station 19 will be announced on the system via intercom. The state of the art system will last us well into the next decade and brings us leading edge technology that will also provide us our Internet service as well as allow us to run our Trail of Terror without having to purchase individual hot spots.
7. Chief Johnson passed around the annual volunteer pay-out roster as well as the Christmas Bonus roster for our paid and career employees. The Chief reminded the board that they have already established guidelines based on years of service provided the member is eligible. Our budget for our volunteer pay and expenses is set at \$ 40,000 and we will utilized about \$ 35,000. He stated that there is no further action required on the rosters by the board since this line item is part of our approved annual budget. A discussion followed between all members of the board. Chairman Brown indicated that the report omitted Chief Johnson Sr. who works directly for the board. Board Member Joel Siles stated since it has been several years since Chief Johnson received a Christmas bonus he proposed a MOTION to authorize a bonus for Chief Johnson Sr. in the amount of \$ 500.00. The motion was SECONDED by Board Member Jerry Hall and APPROVED by all members present. Chief Johnson thanked the members of the board.
8. Discussion came up on Self-Contained Breathing Apparatus (SCBA) training and Chief Johnson explained to the members of the board, what we require of our members. We lose 50% of our recruits on SCBA training due to claustrophobia and not being able to call in a LUNAR report or make the required time evolution. Our training goes into self-survival skills and saving yourself and your partner while in an Immediate Dangerous to Life and Health atmosphere or condition. We do recycles for members that show potential and we know that they are trying.

I. CLOSED SESSION - WHEN APPLICABLE

1. Members of the Board and Chief Johnson Sr. discussed a personnel issue surrounding a complaint filed with both members of the board and Chief Johnson Sr. concerning a pattern of improper treatment by a senior member of our staff. The complaint was both verbal and was also submitted in the form of a resignation letter applying to three (3) dedicated long time members. Chief Johnson Sr. informed the members of the board that he and the Deputy Chief addressed the complaint as well as other observations directly with the member involved and the issues have been mitigated and will not be tolerated henceforth.

J: ACCIDENT/MISHAP TRACKING

This section was created to track injuries, accidents and mishaps involving department owned vehicles, apparatuses, equipment and real property. The chart below represents tracking information only. A complete accident report prepared by the department safety officer is available and on file. The chart will be updated on a monthly basis for board review during the Fiscal Year July 1 through June 30 each year.



Chief Johnson passed around the accident investigation report pertaining to the loss of a Panasonic Toughbook Mobile Communication Terminal (MCT) that was left on the tailboard of Engine 1331 when the unit responded to an emergency call. The incident resulted as a result of failure to follow established policies. The driver / operator nor the person riding in the officer seat followed established directives resulting in the loss of the \$ 4000.00 dollar MCT.

Fiscal Year 2018 – 2019 Reportable Accidents				
DATE	TYPE OF ACCIDENT	EMPLOYEE	COST \$	REMARKS
11/01/18	Broke scene light on 1351 during cab raising	Lieut. Fitzpatrick	1500.00	Repaired by Eng. Stewart
11/15/18	MVA – 1331- Hit passenger vehicle	Lieut. Austin	15,000.00	Other Driver transported to CFV
12/10/18	MCT not secured (No 360) Fell off & ran over	Eng. Long / Dubois	4,000.00	Disciplinary Action Pending
Current Total			20,500.00	

K: ADJOURNMENT:

With no further business Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Treasurer Gary Turlington to adjourn. The motion was **SECONDED** by Vice Chairman Larry Townsend and **APPROVED** by all members present. The meeting adjourned at 2035 hours. **The next Board of Directors meeting will be on December 18, 2018 at Station # 19 @ 7:30 PM.**

Respectfully Submitted:

Angus Pate
ANGUS PATE
Secretary

Cc.

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

2 Enclosures:

1. SPFD Board of Directors Attendance Roster November 13, 2018
2. Fiscal Year 2017-2018 Financial Audit Report



2018

BOARD OF DIRECTOR'S & PRIMARY STAFF ATTENDANCE ROSTER

##	NAME	JAN (16) Sta. 13	FEB (20) Sta. 19	MAR (20) Sta. 13	APR (24) Sta. 19	MAY (15) Sta. 19	JUN (19) Sta. 19	JUL (17) Sta. 13	AUG (21) Sta. 19	SEP (18) Sta. 13	OCT (16) Sta. 19	NOV (20) Sta. 19	DEC (18) Sta. 19
01	Daniel C. Brown - President(2020)	P	N/A	P	P	P	P	N/A	N/A	N/A	P	P	P
02	Larry Townsend V-President (2022)	P	N/A	P	P	P	P	N/A	N/A	N/A	P	P	P
03	Angus Pate - Secretary (2020)	P	N/A	P	P	P	X	N/A	N/A	N/A	X	P	P
04	Gary Turlington – Treasurer (2022)	P	N/A	P	P	P	P	N/A	N/A	N/A	P	P	P
05	Joel Siles – (2022)	P	N/A	X	P	P	X	N/A	N/A	N/A	X	P	P
06	Jerry Hall – (2022)	P	N/A	P	P	P	P	N/A	N/A	N/A	P	X	P
07	Roger Hall (2020)	P	N/A	P	P	P	P	N/A	N/A	N/A	P	P	P
08	Freddy Johnson Sr. - Chief (Annually)	P	N/A	P	P	P	P	N/A	N/A	N/A	P	P	P
09	Freddy Johnson Jr. - Deputy Chief	P	N/A	P	X	X	X	N/A	N/A	N/A	P	X	X
10	Sean Johnson – Assistant Chief	P	N/A	P	E	E	P	N/A	N/A	N/A	E	E	E
11	Kevin T. Murphy – Assistant Chief	E	N/A	E	E	E	E	N/A	N/A	N/A	E	E	E
12	Brandon P. Hanzal – Division Chief	E	N/A	E	E	E	E	N/A	N/A	N/A	E	E	E

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.

- Due to on-going Hurricane Florence recovery efforts the Board of Directors meeting scheduled for **September 18, 2018** was canceled.
- Due to summer vacations Board of Directors meetings are not scheduled for the months of **July** and **August 2018** unless there is a pressing need or emergency.
- Due to several illnesses of board members associated with the **2018 flu epidemic** the **February 2018** meeting was canceled.
- With the exception of the Fire Chief and Deputy Fire Chief - Assistant Fire Chief Officer are not required to attend the monthly board meetings unless directed by the Fire Chief.

Enclosure # 1 Board Minutes December 18, 2018