



Roger R. Few
Fire Chief

Spanish Fort Fire - Rescue

P.O. Box 7025 ♦ Spanish Fort, AL 36577
Non Emergency / Business 251.626.8876 ♦ Facsimile 251.626.3473
www.spanishfortfire.org

Station 1
7580 Spanish Fort Blvd
Spanish Fort, AL 36527

Station 2
10628 U.S. Hwy 31
Spanish Fort, AL 36527

MINUTES OF BOARD MEETING February 9, 2015

Board Members:

Byron Hayles	-Present	Paul Wohn	-Absent
Sarah Beth Sherer	-Present	Troy Dyess	-Absent
Roger Few	-Present	Stuart LaGroue	-Present
Charlie Jones	-Present	Bobby Fortenberry	-Present
Craig Stanley	-Present	Dan Wilson	-Present
Billy Byrne	-Present		

President Hayles called the meeting to order at 6:17 P.M. Secretary Sherer conducted roll call.

The minutes from the January 12, 2015 board meeting were read silently. A motion to approve the minutes as presented was made by Stuart LaGroue. Craig Stanley seconded the motion. Motion passed unanimously.

Treasurer's Report

President Hayles read the treasurer's report for the period of January 1, 2015 through January 31, 2015 and asked for approval of Compass checks #6125-6138, Regions checks #3641-3653, and Fire Fighters' Fund check #1042. After a brief discussion of the Treasurer's Report, a motion was made by Dan Wilson to accept the Treasurer's Report as presented. Bobby Fortenberry seconded the motion. Motion passed unanimously.

President's Report

President Hayles reviewed items for the upcoming Annual Meeting. The meeting will be on March 17, 2015 at 6:30 P.M. There will be a brief social afterwards. Directly following the social, the board will meet for its monthly meeting and vote on annual items, such as officers, fire chief and banks.

Board Seats 1, 6, 7, and 8 terms end March 2015. Board vacancies will be voted on by members during the Annual Meeting. Board officers will be nominated by the Nomination Committee and voted on at the monthly meeting. The Nomination Committee board members are Craig Stanley, Charlie Jones and Sarah Beth Sherer.

President Hayles expressed his willingness to serve another term if nominated.

Chief's Report

Chief Few reviewed the department's response activity for the month of January with the board. A copy of the activity report is attached to these minutes. In January, the department made 41 responses. Most

of the calls were routine. There were some vehicle fires. Extrication and stabilization equipment was utilized at a motor vehicle accident on Buzbee.

Chief Few gave an update on Code Enforcement: Tony completed 8 preplan visits, 11 preplan revisits, reviewed 3 sets of plans, 25 initial fire code inspections and 26 fire code re-inspections for the months of January.

Chief Few gave an update of the Community Services Events: The department completed 1 car seat installations, 6 smoke detector installations, 1 event stand-by, 3 CPR classes with 26 students and 1 fire prevention events with 22 contacts.

Chief Few gave an update on the FY2015 fund drive: \$185.00 has been donated.

Chief Few gave an update on administrative items. Annual audit reports were emailed to board members and will be available during the Annual Meeting. The department renewed its general liability and workman's compensation policies at or just under budget.

Chief Few gave an update on the Length of Service Awards Program (LOSAP). For the past four years, the department has received grant funding to help cover the cost. The invoice amount for this year's LOSAP contribution is \$20,758. Chief Few requested a budget increase for line item #818 by \$8,758. After a brief discussion, a motion was made by Craig Stanley to increase the budget line item #818 by \$8,758. Bobby Fortenberry seconded the motion. Motion passed unanimously.

Chief Few reported the need for a repair on Engine's 2 onboard hydraulic generator. After the generator malfunctioned, it was taken to Sunbelt for repair. The generator was sent to the manufacturer for evaluation, and it has been determined that the armature has shorted out due to a bearing failure. The generator has to be rebuilt or replaced. Sunbelt has quoted \$6,245.56 to rebuild the Smart Power generator, which includes a 90 day warranty through Sunbelt. Options include changing to a Harrison generator for \$8,280, which will include a 2 year warranty, generator cost and labor. Craig Stanley inquired about the maintenance schedules for generators. Chief Few responded the current generator is ten-years old and that it has had some minor issues throughout its course of service. Bobby Fortenberry inquired about the generator housing on the Engine and the impact of changing fluid on the hydraulic setup. Chief Few responded that the Harrison representative stated it should not be a problem. President Hayles inquired about an extended warranty and who would take possession of the Smart Power generator. Chief Few responded that unless the department requested it back and paid return freight, that it is likely Smart Power will keep it since it is in their possession. The repair cost will be included in the current repairs and maintenance budget, with no line item increase required at this time. Craig Stanley inquired if the size of the generator was adequate or if a larger one would be preferred. Chief Few responded that the current size is what is recommended by the engineers for its purpose.

Chief Few gave an update on the SAFER grant. The department applies for the SAFER grant every year and was last awarded in 2009. The grant period opened today. Chief Few proposed a volunteer recruiter, which will be a 40- hour a week position funded for four years. The department's grant writer had a success rate of four out of six SAFER grants awarded last year. The rate for the grant writer is \$1,500 to develop and submit. If the department is not funded, then the writer will write for an additional year. If funded, the department will pay the writer an additional \$5,000. Chief Few stated

that there are professional fees built into the current budget. The board decided to move forward with grant writer for this year's SAFER grant proposal.

Chief Few reported the City submitted the First Responder Grant, regarding the proposed shelter behind Station 1.

Chief Few announced the Annual Meeting March 17, 2015 at 6:30 P.M.

Chief Few announced the Awards Dinner will be April 18, 2015 at 6:00 P.M. The location for the dinner has yet to be determined.

Old Business

No report.

Land Committee

Chief Few announced the plan for the 7 acres at the City's proposed Sportsplex fell through, and the City is looking for other land options.

Employee Committee

Charlie Jones announced new policies for the employee handbook. Chief Few explained proposed policies in detail. Handbook policies are worded to reflect the City's policies to allow for easier integration. The Employee Committee recommends the implementation of the new handbook policies which include: 5.10.1 Health Care Benefits, 8.11.2 Information Security and 8.11.7 Equipment and Supplies. A motion to approve the implementation of the employee handbook policies was made by Craig Stanley. Bobby Fortenberry seconded the motion. Motion passed unanimously.

Finance Committee

Will review the financial statements and report back to the board.

Integration Committee

No meetings held.

New Business

No report.

The next Board of Directors meeting –Annual Meeting is scheduled March 17th at 6:30 P.M. Station 1.

Craig Stanley gave an update on the Nomination Committee, stating that expiring seat members have expressed an interest to serve another term. Paul Wohn is willing to serve on the board until a replacement can be found for his seat.

There being no further business, President Hayles adjourned the meeting at 7:06 P.M.

Respectfully Submitted,
Sarah Beth Sherer/sml