



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

Roger R. Few
Fire Chief

MINUTES OF BOARD MEETING

May13, 2013

Board Members:

Byron Hayles	-Present	Ken Coale	-Present
Stuart LaGroue	-Absent	Donna Hughes	-Present
Vacant	-Absent	Bobby Soles	-Present
Paul Wohn	-Present	Bobby Fortenberry	-Present
Troy Dyess	-Present	Dan Wilson	-Present
Roger Few	-Present		

President Hayles called the meeting to order at 6:03 P.M. with a roll call.

The minutes from the April 08, 2013 board meeting were read silently. A motion to approve the minutes was made by Ken Coale. Bobby Soles seconded the motion. One correction was made to the minutes. Ken Coale was shown as making a motion to adjourn the meeting. Ken was not in attendance at the April meeting. The minutes will be corrected for the permanent file. Motion passed unanimously.

Treasurer's Report

Troy Dyess read the treasurer's report for the period of April 1, 2013 through April 30, 2013 and asked for approval of Compass checks #5812 – 5823 and Regions checks #3357 – 3373. After brief discussion of the Treasurer's Report a motion was made by Ken Coale to accept the Treasurer's Report as read. Dan Wilson seconded the motion. Motion passed unanimously.

Troy Dyess presented the board with the monthly cash reserve calculation. This calculation is being prepared and presented in an effort to monitor the overall cash flow of the department. The current calculation sets a six month cash reserve goal. Currently the department does maintain a six month cash reserve with \$119,440 remaining available for operational expenses.

Ken Coale asked if CD's are the safest investment for the department's savings. Troy Dyess offered explanation of the requirements all banks in the State of Alabama must follow regarding public funds and participation in the "SAFE" program. This program requires banks to pledge bank owned securities against all amounts of public funds in excess of the regular FDIC insurance to assure that no public funds would be lost in the event of a bank failure. Ken also asked if there were any additional investments that would provide for increased interest earnings.

Troy Dyess stated that bank CDs were the most risky investment the department would need to pursue. However, Troy Dyess will perform a review of account offerings with the local banks to better determine the best course of action for the department.

Paul Wohn noted an error in the cash reserve calculation. The dollar amount listed in the Compass General Fund was the same as the dollar amount listed in the Compass CD total. Troy Dyess reviewed the error with Paul Wohn and will correct the typographical error.

Troy Dyess reviewed a financing package offered by Hancock Bank for the purchase of a new pumper. The terms of the financing will be \$319,804 at 2.99% for 8 years with an annual payment between \$44,000 and \$45,000. The new pumper will be Engine 4 and is expected to be delivered sometime in the middle of June. The initial financial documents include a Legal Opinion Certification, Corporate Resolution, and Exhibit to the Corporate Resolution listing the President, Secretary, Treasurer and Chief as authorized signatures in addition to a Tax Exempt Certificate. A promissory note will be completed and signed upon delivery of the new apparatus when a VIN can be obtained. Troy Dyess made a motion to authorize the President, Secretary, Treasurer and Fire Chief to sign necessary documents to finance the purchase of Engine 4 pending positive review by an attorney representing Spanish Fort Fire Rescue. Paul Wohn seconded the motion. Motion passed unanimously.

President's Report

President Hayles stated that this would be Ken Coale's last board meeting. Ken has recently retired and moved to the Gulf Shores area. President Hayles commended Ken for his diligent work with the board of the department. Ken expressed a great deal of enjoyment having worked with the board of directors for many years. Ken joined the board of directors with no prior experience in the fire service. Since that time, Ken has become very familiar with the department's operations and has served on several committees including the Finance Committee, Employment Committee and as the Vice President.

Due to the departure of Ken Coale, the board needs to fill the position of Vice President. President Hayles appointed Paul Wohn to serve as the Vice President of the board until the annual meeting in March of 2014. Paul accepted the appointment. President Hayles also appointed Bobby Fortenberry to the finance committee and Bobby Soles to the employment committee. Donna Hughes is appointed as the Chairman of the employment committee. All appointments were accepted by the members being appointed. The new appointments of positions will be effective immediately.

Chief's Report

Chief Few stated the department responded to 35 calls in the month of April. A complete listing of the response activity is attached to these minutes. 36 preplans were completed during the month of April. 5 first visits and 31 second visits were conducted.

The department experienced one fire apparatus incident during the month of April. Engine 5 was responding to a grass fire at the Junkyard on Highway 31 when it ultimately became stuck in a soft field. A wrecker was required to remove the stuck apparatus resulting in \$175 bill.

The department recently completed the annual hose testing. Over 3,000 feet of hose failed the host test. Most of the failed hose is aged, having been purchased in the late 70's to mid-80's. The department will be replacing the aged, failed hose with new hose and will look to begin following a replacement schedule. Chief Few asked for a budget amendment to GL #860 increasing the account by \$1,000 to a total of \$9,000. This will allow for the purchase of the new replacement hose. Bobby Soles moved to accept the budget amendment. Ken Coale seconded the motion. The motion passed unanimously.

An ISO survey was recently completed on May 7th by an ISO representative on site. The department had been working very hard toward completing a number of projects to gain as much credit as possible toward a better ISO town class rating. The board of directors had previously approved funding to hire a GIS experienced person to help the department create several maps as part of the ISO preparation. Those maps have been completed and the GIS person is completing a couple of pending map projects. The department is currently rated at a 5 and hopes to improve the rating to a 4 or possibly a 3. The final results of the survey will not be available for approximately 3 to 4 months.

The department received a letter that was hand delivered by Sunbelt Fire Apparatus. The letter stated that the pumper currently under production would be delayed beyond the contract delivery date due to difficulty obtaining an engine. E-One is looking for the department to waive the penalty clause in the contract stating, "vendor delay." Chief Few would like the board to authorize the President to issue a letter to E-One denying the request to waive the penalty on the grounds that E-One had over 270 days to locate an engine. Dan Wilson moved to authorize the President to issue the letter. Bobby Soles seconded the motion. Motion passed unanimously.

Chief Few presented board members present at the meeting with a 50 year commemorative challenge coin. The coin had been ordered in preparation for the annual awards dinner, however the coin was delayed and not available in time for the dinner.

The annual fund drive information is being prepared. The department has contracted with Choice Marketing to provide a comprehensive mailing list, print the mailers with envelopes and mail the fund requests. Street listings have been verified and the language on the dues request has been finalized. Once the final details have been completed, the fund drive requests will be mailed.

The department has finalized the MOU with the retained medical director; Dr. Randy Dodson. Doctor Dodson will serve as the authorizing medical director for EMS supply orders; provide basic medical oversight for both responses and for EMS classes such as the EMT Basic class being taught currently.

The department will need to located and secure a storage facility for Engine 5. Once the new pumper is delivered, the department will not have space to store Engine 5 inside. Fire apparatus

will depreciate quickly once stored outside in the weather. Ken Coale advised that Elite Storage on Old Hwy 31 has large vehicle storage. The large units are big enough to house a RV. Chief Few will look into various options to house Engine 5 and report back to the board.

Old Business

Land Committee

No report.

Employee Committee

No report.

Integration Committee

No report.

New Business

No report.

The next Integration Committee meeting is anticipated to be held June 3, 2013, City Hall at 4:00 PM.

The next Board of Directors meeting – June 10, 2013 at 6:00 P.M., Station 1.

There being no further business, President Hayles motioned to adjourn the meeting at 7:48 P.M. Ken Coale approved the motion. Troy Dyess seconded the motion. Motion passed unanimously.

Respectfully Submitted,
Donna Hughes