



Spanish Fort Fire - Rescue

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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

July 8, 2013

Board Members:

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

President Hayles called the meeting to order at 6:05 P.M. with a roll call.

The minutes from the June 10, 2013 board meeting were read silently. A motion to approve the minutes was made by Bobby Fortenberry. Bobby Soles seconded the motion. Motion passed unanimously.

Treasurer's Report

Troy Dyess read the treasurer's report for the period of June 1, 2013 through June 30, 2013 and asked for approval of Compass checks #5834 – 5839, Regions checks #3389 – 3408. After a brief discussion of the Treasurer's Report a motion was made by Stuart LaGroue to accept the Treasurer's Report as presented. Bobby Fortenberry seconded the motion. Motion passed unanimously.

Paul Wohn asked for an update on the plan for investment of maturing CD funds. Troy Dyess commented that the Finance Committee will meet to review best options available to the department. The committee will make a recommendation to the board upon completion of their review.

President's Report

No report.

Chief's Report

Chief Few stated the department responded to 32 calls in the month of June. A complete listing of the response activity is attached to these minutes. 0 preplans were completed during the month of June. Additional preplans will be conducted going forward; however significant time is being spent transferring data from current files into the new Emergency Reporting program.

Chief Few reviewed the third quarter profit and loss statement. As part of the 3rd quarter review, explanation was given concerning how the fund drive works. A new company is being used this year to reach out to more of the area in the department's response jurisdiction. One payment is left to be received from the City of Spanish Fort. The fire tax income will be down again this year. A \$5,000 to \$10,000 decrease is expected in the fire tax account.

Chief Few addressed concerns about the method and risk involved in the department's current data back-up process. While the department does store a considerable amount of data for ongoing operations, the amount of risk is relatively low. When station one is remodeled the department will plan to include a room with longer fire resistant construction and a fire resistant cabinet. The department will continue to operate with current procedures until that time.

The City of Spanish Fort is including the department's parking lot repair to a number of other resurfacing jobs within the City. Hosea Weaver will be preparing a bid on the project. Completion of the parking lot repair should be within the next few months.

Chief Few, Troy Dyess and Jason Hadley travelled to E-One in Ocala, FL to perform an inspection of Engine 4. The inspection went well with only minor changes to be made by E-One. Engine 4 is expected to be delivered around the third week of July.

Chief Few provided several possible designs for the sign in front of station 1. The current sign is in need of refinishing. The new sign designs would allow for a message to be displayed to the public. The board will review the designs presented and vote on a replacement sign next meeting.

Old Business

Finance Committee

The finance committee has reviewed the monthly financial information for the month of May. Donna Hughes has requested to be removed from the Finance Committee. Donna currently serves on the Employee Committee and recommended that Billy Byrne be placed on the Finance Committee in her absence. Billy Byrne accepted the nomination and will begin serving on the Finance Committee. Nothing to report, payables and bank statements are in correct order.

Land Committee

No report.

Employee Committee

Employee Committee met last month and recommends the department hire 2 full-time Custodians and 1 full-time Fire Inspector. Chief Few recommends the board send a funding request to the City of Spanish Fort in the amount of \$325,000 for in light of the increased staffing recommendation and the continued reduction of fire tax funding from Baldwin County. Bobby Fortenberry recommended the board make the funding request in the amount of \$350,000 and negotiate if needed, due to volatility in the department's revenue. Bobby Fortenberry made a motion for the President of the Board of Directors to send a funding request in the amount of \$350,000 to the City of Spanish Fort for FY2014. Stuart LaGroue seconded the motion. Motion passed unanimously.

Troy Dyess commented that the FY2014 contract should also include a perpetual agreement making the contract auto-renewing each year at the current rate of funding. This will be very important as the department begins looking for long term financing on specific projects. President Hayles agreed and will look to ensure the perpetual language is included in the FY2014 contract.

Integration Committee

Paul Wohn reported on the Integration Committee meeting from July 1, 2013. The Mayor has requested that the department keep the funding request from the department at the current amount of \$275,000 due to the New City community center project. Members of the City Council have been meeting with various other Cities and Fire Departments concerning their experience and plans for fire service. The Mayor asked for the department to supply a copy of the FY2014 budget by July 15th.

New Business

The next Board of Directors meeting – August 12, 2013 at 6:00 P.M., Station 1.

There being no further business, President Hayles motioned to adjourn the meeting at 7:25 P.M. Bobby Soles approved the motion. Paul Wohn seconded the motion. Motion passed unanimously.

Respectfully Submitted,
Donna Hughes