



# Spanish Fort Fire - Rescue

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[www.spanishfortfire.org](http://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

August 12, 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	-Absent	Dan Wilson	-Absent
Billy Byrne	-Absent		

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

The minutes from the July 08, 2013 board meeting were read silently. A motion to approve the minutes was made by Bobby Fortenberry. Paul Wohn seconded the motion. Motion passed unanimously.

### Treasurer's Report

Troy Dyess read the treasurer's report for the period of July 1, 2013 through July 31, 2013 and asked for approval of Compass checks #5840 – 5848, Regions checks #3409 – 3425. 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

President Hayles offered comments to the board regarding the recently delivered Engine 4. The new apparatus is a great asset to the department. A great deal of time was spent by Chiefs Few and Dyess as well as other members of the department ensuring the apparatus would be appropriate for the department. Great job and thank you for your efforts!

## Chief's Report

Chief Few stated the department responded to 46 calls in the month of July. A complete listing of the response activity is attached to these minutes. Two calls were significant and were noted. The department responded to a structure fire on Purvis Road. The fire resulted in a total loss of the structure. It is believed that the fire was a result of a lightning strike. The department responded to a structure fire on the 4<sup>th</sup> of July. The extension of the fire was minimal and no structural damage was noted. It is believed that the fire was caused by improper disposal of fireworks. 5 preplans were completed during the month of July. 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 fund drive activity to date. The mailer was delivered around the second week of July. Through August 8<sup>th</sup> the department had received \$25,890 or 47.1% of the budgeted amount of \$55,000. This also represents 6.8% of businesses and 8.9% of residences in the department's response area.

A dedication is being planned for engine 4 on September 6, 2013 at 4:00 PM. All firefighters, board members, city council and a few other specific people will be invited. The event will consist of the new apparatus being wet down with water from the retiring apparatus. This traditional fire service dedication is rightfully called a "wet down." The department will host a cookout following the dedication and hopes to announce the new ISO rating at that time.

Chief Few requested for a reallocation of funding within the current budget. Overall the budget is well in line. However, there are a few accounts that need to be addressed as they will be over the budgeted figure. The accounts that need to be increased are #822, Subscriptions to be increased by \$1,500, #830 – Office Supplies needs to be increased by \$150, #806 – Postage needs to be increased by \$500 and #831 – Fuel needs to be increased by \$1,500. The allocation will not change the overall budget total, but will reallocate \$3,650 in funding from other accounts on track to be under budget. President Hayles asked Chief Few to have a draft of the FY2014 budget prepared for the September board meeting. Paul Wohn made a motion to approve the reallocation of funds within the FY2013 budget. Bobby Soles seconded the motion. Motion passed unanimously.

## Old Business

### Finance Committee

The finance committee delivered several request for proposals to local banks during the month of July asking for current interest rates on deposit accounts. Only two banks responded to the request. The committee will make recommendations at the September board meeting for investment activity.

### Land Committee

The land committee has been working with Jeff Jordan from Forest Daniel and Associates concerning the need for a topo for the training center property. Originally, the committee and Forest Daniel intended to use a topo that had been prepared by HMR for the previous owner of the property. Unfortunately, the HMR was never paid for the work performed and will not release the current data file without payment of \$2,500 and a hold harmless agreement due to the age of the site work. Forest Daniel and Associates was recommending Preble Rish as the civil engineer for the training center property. Preble Rish can perform a new topo for \$6,300. However, the leader of Preble Rish has recently been diagnosed with an aggressive case of cancer and is currently at M. D. Anderson Hospital in Texas for treatment. We are currently working with HMR to determine the best price for HMR to perform a current topo on the property. We believe that the new work, if performed by HMR, will require a new site visit to refresh the data already performed. The new topo by HMR will be certified by an engineer and no hold harmless required. The cost is projected to be more than \$2,500 but less than \$6,500. Paul Wohn made a motion to authorize the Land Committee to engage Forest Daniel and Associates and subcontractor HMR to perform a new topo on the training center property at a cost of not more than \$6,500. Donna Hughes seconded the motion. Motion passed unanimously.

### Employee Committee

Employee Committee met last month, interviewed two individuals and hired Matt Powell and Emmett Baily in part time positions. The original intent of the committee was to hire a full-time position but lack of funding forced a change in plans. The two new part-time positions will continue until the FY2014 funding request is approved by the City of Spanish Fort. Upon approval of the funding request by the City, two full-time custodians will be hired with the remaining positions continuing on a part-time schedule.

### Integration Committee

President Hayles reported that the Integration Committee meeting scheduled for August 5<sup>th</sup> was cancelled by the City of Spanish Fort. The City is currently planning a retreat for the City Council to discuss various projects including plans with the fire department.

Stuart LaGroue asked for an overview concerning the Integration Committee and why the committee was formed. President Hayles and Chief Few gave Stuart an update of why the committee was formed, the meetings that have been held with the City of Spanish Fort and the general feeling and feedback that has been received to date.

New Business

The next Board of Directors meeting – September 9, 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. Donna Hughes approved the motion. Troy Dyess seconded the motion. Motion passed unanimously.

Respectfully Submitted,  
Donna Hughes