



Spanish Fort Fire - Rescue

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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

October 13, 2014

Board Members:

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

President Hayles called the meeting to order at 6:03 P.M. Secretary Sherer conducted roll call.

The minutes from the September 8, 2014 board meeting were read silently. There was a brief discussion clarifying that the City requested the upcoming contract renewal to be in the amount of \$350,000 instead of the proposed amount of \$400,000. A motion to approve the minutes as presented was made by Stuart LaGroue. Craig Stanley seconded the motion. Motion passed unanimously.

Treasurer's Report

Troy Dyess read the treasurer's report for the period of September 1, 2014 through September 30, 2014 and asked for approval of Compass checks #6034-6071, Compass check #1040. Brief discussion regarding the air conditioning repairs at Station 1 made in September 2014. Chief Few reported satisfactory performance of new unit. Paul Wohn inquired about the Lincoln Town Car expense. Chief Few responded that it was the repair cost for one of the vehicle contacts discussed at the September 8, 2014 meeting. The two vehicle contact repairs cost \$3,129.00. After a brief discussion of the Treasurer's Report, a motion was made by Billy Byrne to accept the Treasurer's Report as presented. Stuart LaGroue seconded the motion. Motion passed unanimously.

President's Report

No report.

Chief's Report

Chief Few reviewed the department's response activity for the month of September with the board. A copy of the activity report is attached to these minutes. The department made 45

responses for the month of September, including a dryer fire, a smoker fire on an outside wooden deck and porch light fire.

Chief Few gave an update on Code Enforcement: Tony completed 6 initial preplans and 27 preplan revisits, reviewed 4 sets of plans, 1 fire alarm acceptance, 1 fire sprinkler acceptance, 18 initial fire code inspections and 28 fire code re-inspections for the month of September.

Chief Few gave an update of the Community Services Events: The department completed 3 car seat installations, 4 event stand-bys, 1 CPR classes with 10 students and 5 fire prevention events with 257 contacts.

Chief Few gave an update on the FY2014 fund drive: 12% of businesses have donated-\$9,060, 20% of residents have donated-\$53,899—totaling \$62,959—97% of budget.

Chief Few spoke about the upcoming Fire Month Prevention activities and Public Safety Day/Open House on October 18, 2014.

Chief Few announced Walmart awarded the organization a grant in the amount of \$500. The request was for \$1,500 for fire prevention materials.

Chief Few announced the two vehicle contact repairs were completed and posted to last year's budget. The total for both repairs is \$3,129.00.

Chief Few presented the board with an action item. Lt. Ben Hughes requested the use of a fire truck at his wedding reception. The locale is outside of the Spanish Fort Fire Rescue jurisdiction. The board voiced inquiries and concerns regarding liability and precedence. The board unanimously agreed to refuse the request.

Chief Few updated the board on former members. Chief Few announced the passing away of Bob Pannone, one of the organization's early members. At the City's request, for his service, the flag was flown from Ladder 9 near the Spanish Fort Boulevard and Highway 225 intersection. At request, the flag was also flown for a Patriots' Guard event on Highway 31. Former board member John Barks was involved in an accident approximately ten days ago.

Chief Few announced a request from a low-power F.M. radio station to utilize Station 1 as an alternative site for a tower. The station is restricted to towers under 150 feet. The power would be 20 watts. The radio station's representative proposed radio airplay advertising the organization. Chief Few advised the individual to have a representative attend a board meeting and present the request. No representative in attendance at this meeting. Chief Few mentioned the potential of leasing the 100 foot tower already onsite and that he had questioned whether there would be any radio frequency interference with the department's radios. The request may arise again in the future.

Chief Few reviewed Profit and Loss Budget ending on September 30, 2014. Items discussed included:

Chief Few stated income side at 102.8%. Chief Few discussed line expense overages. Training and conference overages are mainly attributed to the fire school invoice being received and paid in September 2014, instead of the anticipated October 2014. Repairs and maintenance overage occurred at 31%. Contributors to the overage include multiple power module replacements, a power steering gear box replacement and two property damage incidents. Overage of subscriptions contributed to trail use of Active 911 software. Station house had a 7% overage. Worker man's compensation insurance accounted for an overage. Line item expenses had overages, but overall the budget was at 95.6%. The carryover is \$48,741.

Chief Few presented the Capital Budget FY2015 version 3 for review.

Craig Stanley motioned to approve the budget for FY 2014-2015. Paul Wohn seconded the motion. Motion passed unanimously.

Old Business

None

Land Committee

Chief Few reviewed the Fire Station 1 renovation plan. Chief Few will ask for contract from Forrest Daniel and Associates.

Employee Committee

Chief Few reviewed step increase for eligible full-time employees effective in October 2014. Chief inquired about compensation for part-time employees, stating an example of an employee who had worked less than 200 hours in the year. The board inquired about part-time employee scheduling and what was the restrictive factor. Chief responded that the part-time employees are budgeted for 500 hours, and the employees are responsible for providing the department with their availability. The board's discussion included possibility of a pay-out bonus in lieu of a step increase, with potential of bonus being based upon amount of hours worked. Board agreed upon paying a one-time bonus to each part-time employee, with stipulation that bonus does not exceed 2.5%.

Finance Committee

Treasurer Dyess announced that it is time to appoint an accountant and suggested to stay with J.T. Murray for this upcoming year and move to the City's accountant when the time comes. After a brief discussion, Paul Wohn motioned for President Hayles to sign the engagement letter for J.T. Murray for the annual audit and tax return. Stuart LaGroue seconded the motion. Motion passed unanimously.

Review of September checks paid will be an action item for November's meeting.

Integration Committee

No report.

New Business

No report.

The next Board of Directors meeting – November 10, 2014 at 6:00 P.M. Station 1.

There being no further business, President Hayles adjourned the meeting at 7:10 P.M.

Respectfully Submitted,
Sarah Beth Sherer

sml