



# 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

November 12, 2012

### Board Members:

Byron Hayles	-Present	Ken Coale	-Present
George Brown	-Absent	Donna Hughes	-Present
John Barks, Jr.	-Absent	Bobby Soles	-Absent
Paul Wohn	-Present	Bobby Fortenberry	-Present
Troy Dyess	-Present	Dan Wilson	-Present
Roger Few	-Present		

President Hayles called the meeting to order at 6:02 P.M. with a roll call.

The minutes from the October 08, 2012 board meeting were read silently. A motion to approve the minutes was made by Ken Coale. Paul Wohn seconded the motion. Motion carried.

### Treasurer's Report

Troy Dyess read the treasurer's report for the period of October 1, 2012 through October 31, 2012 and asked for approval of Compass checks #5760 – 5765, Regions checks #3253 – 3274 and Auxiliary Fund check #1110. After brief discussion of the Treasurer's Report a motion was made by Bobby Fortenberry to accept the Treasurer's Report as read. Dan Wilson seconded the motion. Motion carried.

### President's Report

None.

### Chief's Report

Chief Few stated the department responded to 28 calls for the month of October. Chief Few stated that Troy Dyess had completed 23 preplans in October, a total of 346 first round visits and 21 second round visits are completed.

Chief Few stated that the department had a very successful fire prevention program during the month of October, ending with the annual Public Safety Day on October 20<sup>th</sup>. This year's fire prevention program was conducted through 14 visits, utilizing 70 man-hours with 824 contacts.

The department has received a special donation from the Bobby Wilson Memorial Fund. These funds are left over from the award money set aside in the search for the individual responsible for the assault on Bobby Wilson.

Chief Few gave all board members present a copy of a FY2012 budget recap. This report detailed all revenue and expense accounts for 2012. Chief Few reviewed the report noting any accounts that were over and under the budgeted dollar amounts with rational causing the variance. A copy of the budget report is attached to these minutes.

Chief Few had recently learned of intentions by State Legislature representatives to cap County ad valorem funding to fire departments. In 1990, citizens of Baldwin County voted to approve a 1.5 mil ad valorem funding mechanism to properly fund the fire service in Baldwin County. State Legislature representatives are now attempting to cap the amount of those funds and divert any funds over the cap to economic development activities. The Baldwin County Fire Chiefs Association is meeting with County and State Representatives to better determine further action that may need to take place.

The department has received a credit from Sunbelt and E-One in the amount of \$1,300 toward the motor mount repair on Ladder 9. The remaining portion of the bill from Lazzari Truck Repair on Ladder 9 was due to the annual preventive maintenance performed.

Chief Few has scheduled the annual ladder testing to be performed on November 28, 2012. This will finish the annual equipment testing required for fire service equipment for the 2012 year.

Chief Few advised the board members of the approaching Holiday Dinner. The annual Holiday Dinner is a pot luck style event with the department providing the meats. The Holiday Dinner will be held at Fire Station 1 on December 4<sup>th</sup> and will begin at 7:00 PM.

### Old Business

#### Land Committee:

Chief Few met with Paul Carpenter Davis, a local architect, concerning the training center project. Paul Davis had since then sent a proposal of his fees to provide the department with professional services related to the first phase of the project. The first phase will include all of the site preparation and civil work. Architect fees for phase one will cost \$32,700. A copy of the proposal is attached to these minutes.

Chief Few also commented on a recent meeting with a representative from USDA concerning long term and low interest funding to finance the construction of the training center. Troy Dyess was also in attendance at the meeting. The USDA representative gave a package of information to Troy Dyess to be completed. The initial portions of the application package need to be completed and submitted to the USDA to begin the assessment phase of the financing project. The assessment phase obtains approvals from various agencies certifying there are no endangered species using the property as their habitat as well as other environmental

certifications. Bobby Fortenberry made a motion to authorize the Treasurer to begin the application process. Ken Coale seconded the motion. Motion carried.

In light of John Barks, Jr. asking to be replaced at the annual meeting in March, President Hayles suggested replacing John Barks, Jr. with Bobby Fortenberry on the Land Committee. Paul Wohn made a motion to accept President Hayles suggested change to the Land Committee. Ken Coale seconded the motion. Motion carried. The Land Committee will hold a planning meeting prior to the January board meeting to discuss and map out a plan to begin moving the training center project forward.

Employee Committee:

No report.

New Business:

Troy Dyess presented the board with an engagement letter to be signed by the President of the board. The letter engages J. T. Murray to provide the annual audit and accounting activities for the 2012 budget year. This is a revised version of the engagement letter signed and authorized in September. The revision of the engagement letter was necessary to include additional auditing of federal grant dollars received by the department in the 2012 budget year. J. T. Murray has provided accounting services to the department for the last three years. Bobby Fortenberry made a motion to authorize the President to engage J. T. Murray through the revised engagement letter to provide accounting and audit services. Paul Wohn seconded the motion. Motion carried.

The next Integration Committee meeting is anticipated to be held December 3, 2012, City Hall at 4:00 PM.

The next Board of Directors meeting – January 14, 2013 at 6:00 P.M., Station 1.

There being no further business, President Hayles motioned to adjourn the meeting at 7:15 P.M. Ken Coale seconded the motion. Motion carried.

Respectfully Submitted,  
Donna Hughes