



Roger R. Few
Fire Chief

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

MINUTES OF BOARD MEETING

December 09, 2013

Board Members:

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

President Hayles called the meeting to order at 6:04 P.M. with a roll call.

The minutes from the November 11, 2013 board meeting were read silently. A motion to approve the minutes was made by Paul Wohn. Stuart LaGroue seconded the motion. Motion passed unanimously.

Treasurer's Report

Troy Dyess read the treasurer's report for the period of November 1, 2013 through November 30, 2013 and asked for approval of Compass checks #5903 – 5917 and Regions checks #3465 – 3478. After a brief discussion of the Treasurer's Report a motion was made by Stuart LaGroue to accept the Treasurer's Report as presented. Charlie Jones seconded the motion. Motion passed unanimously.

Troy Dyess discussed timing of funding received by the department. The fall or the period of September through December is typically slow with regards to funding receipts. During this time, the City Contract is being renewed, Fire Taxes are not being received and the annual fund drive is finished. The department has been monitoring an overall cash reserve calculation in preparation to adopt a cash reserve policy during the second quarter of FY 2014. The updated cash reserve calculation was presented to the board.

President's Report

President Hayles reminded the board members present of the annual Holiday Dinner to be held on December 10th at 7:00 PM. All board members are encouraged to attend this special time of fellowship.

President Hayles announced the resignation of Donna Hughes. Donna has been a board member for several years and has been a great asset to the corporation. A search will begin to replace the vacancy created by this resignation.

Chief's Report

Chief Few stated the department responded to 39 calls in the month of November. A complete listing of response activity is attached to these minutes. There were two significant calls during November. The first was a structure fire on Old Mobile Road. The structure was a small storage building and involved no occupants or injuries. The second was a mutual aid response to Daphne Fire for a structure fire.

Chief Few reviewed version 3 of the FY14 budget. This version of the budget amended the budget to address previous questions and included a transfer of funds from previous years carry over to balance the budget. Questions and comments were answered by the fire chief concerning the budget.

Chief Few has received an offer to purchase the old tires taken out of service from various pumpers and the ladder truck. There are 24 tires sitting in the rear property of fire station 1. The offer to purchase is \$75 per tire for a total of \$1,800. Bobby Soles made a motion to accept the purchase offer. Stuart LaGroue seconded the motion. Motion passed unanimously.

Chief Few asked for the board to approve the sale of an old utility body sitting in the rear property of fire station 1. The body was removed from old truck 3 and has been decommissioned. The department does not see any need for the body going forward and needs to be sold before additional deterioration of the body continues. Paul Wohn made a motion to approve the sale of the utility body for \$1,000 subject to the Fire Chief's discretion. Bobby Fortenberry seconded the motion. Motion passed unanimously.

The parking lot repair at fire station 1 has been complete. The job was performed by Bill Patterson Construction and was done according to the specifications of the department. The department will benefit from the good job performed by this company.

Chief Few reviewed an update to the annual fund drive. The fund drive has successfully met the budgeted amount of revenue. However, the numbers are down when compared to previous years. This decrease is attributable to several factors including the switch to a new marketing company, timing of the mail-out was later this year and the look of the mailer was significantly different than years past.

Old Business

Finance Committee

No new business to report.

Land Committee

No new business to report.

Employee Committee

The employee committee has hired two full-time employees for the vacant fire custodian positions. The two new employees are working well. Training for the two new employees will continue through the month of December. Having the two full-time employees on board will benefit the department when conducting everyday tasks and follow through with more specific projects.

The employee committee presented a plan to allow full-time employees to accrue sick time and use up to 18 months of accrued sick time towards retirement. This plan would only allow the application of sick time as a credit to retirement and would not provide payment for sick time at the time any other type of employment termination. A resolution from the board of directors is needed to approve the adoption of this investment for full-time employees. Charlie Jones made a motion to adopt a resolution to allow full-time employees to apply up to 18 months of accrued sick time towards retirement credit. Bobby Fortenberry seconded the motion. Motion passed unanimously.

The employee committee announced that the position of Fire Inspector has been posted internally. The position posting will run through December 30th. Upon completion of the employment posting, the employee committee will conduct interviews with interested parties.

The employee committee has a vacancy with the resignation of Donna Hughes. President Hayles asked Charlie Jones to fill the committee vacancy and Bobby Soles to assume the duties of employee committee Chairman. Charlie Jones and Bobby Soles both accepted President Hayles request.

Integration Committee

No new business to report.

New Business

No new business to report.

The next Board of Directors meeting – January 13, 2014 at 6:00 P.M., Station 1.

There being no further business, President Hayles motioned to adjourn the meeting at 6:53 P.M. Bobby Fortenberry approved the motion. Roger Few seconded the motion. Motion passed unanimously.

Respectfully Submitted,
Donna Hughes