



# 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

March 20, 2012

### Board Members:

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

President Hayles called the meeting to order at 8:13 P.M. and made roll call.

The minutes from the February 13, 2012 board meeting were read silently. A motion to approve the minutes was made by Paul Wohn. Mike McMillan seconded the motion. Motion carried.

### Treasurer's Report

President Hayles read the treasurer's report for the period of February 1, 2012 through February 29, 2012 and asked for approval of Compass checks #5698 – 5700, Regions checks #3101 – 3114. After brief discussion of the Treasurer's Report a motion was made by Ken Coale to accept the Treasurer's Report as read. Paul Wohn seconded the motion. Motion Carried.

### President's Report

President Hayles called on the nominating committee to nominate a slate of officers consisting of a President, Vice President, Secretary and Treasurer to serve until the next annual meeting. Donna Hughes, Chairman of the nominating committee, nominated Byron Hayles for President, Ken Coale for Vice President, Donna Hughes for Secretary and Troy Dyess for Treasurer. A Motion to accept the nominations was made by Mike McMillan. Motion seconded by Dan Wilson. Motion carried.

President Hayles asked the nominating committee to nominate a Fire Chief to serve until the next annual meeting. Donna Hughes Chairman of the nominating committee nominated Roger Few to serve as the Fire Chief until the next annual meeting. The floor was opened for any additional nominations. No additional nominations were offered by the floor. A motion was made by Mike

McMillan to accept the nomination made by the nomination committee. Motion was seconded by Dan Wilson. Motion carried.

President Hayles asked the board to recommend banks to be used by the department until the next annual meeting. Discussion was held among the board members. Chief Few commented on some issues with Regions Bank not being user friendly as well as the fact that they continue to charge the department a monthly fee associated with the Fire Tax Account. Chief Few had discussed with Treasurer Dyess the issues associated with Regions and the possibility of moving the Fire Tax Account to Hancock Bank. There is a strong possibility the department will be doing some business with Hancock Bank to finance a pumper in the near future as they offered the department the best deal. Mike McMillan suggested that the City of Spanish Fort maintained a good relationship with Regions Bank with no fees attached. Mike also expressed concern to keep the funds at an institution within the City of Spanish Fort. Paul Wohn stated that his church had recently moved accounts to Bancorp South and there were no fees attached. After final discussion a motion was made by John Barks, Jr. to use Compass Bank, Bancorp South, Regions Bank and Hancock Bank with the intention to phase out Regions Bank and transition the Fire Tax Account to Hancock Bank. Motion seconded by Dan Wilson. Motion carried.

President Hayles made a recommendation for the President, Treasurer and Fire Chief to be authorized signatures on Fire Department accounts. The accounts are two signature accounts and any two of the above authorized signatures are required to issue checks. A motion was made by Mike McMillan to accept President Hayles recommendation. Motion seconded by Ken Coale. Motion carried.

### Chief's Report

Chief Few stated the department responded to 35 calls for the month of February. The department responded to one residential fire in Plantation Hills that sustained approximately \$25,000 worth of damage. Chief Few stated that Troy Dyess had completed 15 preplans in February for a total of 250 preplans completed.

Chief Few informed the Board the department had been awarded a grant through the Assistance to Firefighters Grant program, commonly called "AFG." The grant was for communication interoperability among fire departments. The grant was actually a regional grant written with Spanish Fort Fire Rescue as the responsible or lead department. Stapleton, Loxley and Silverhill fire departments were included in the regional grant. All departments compiled data supporting their need to become a part of the county wide 700 MHz radio system. This is the same radio system being installed and supported by Baldwin County. Each department participating in the regional grant will be awarded funds per their statement of need supplied during the grant writing process. Total award by the grant was \$947,298 with a funded total of \$899,932. Each department will be required by the grant to supply a 5% match in addition to their portion of the grant writer fee prior to receiving any grant funds. Chief Few will be sending a Memorandum of Understanding with an invoice detailing the dollars associated with the grant award for each department. As the lead department, we are responsible to make sure the grant writer fee is paid in full. Chief Few requested a budget amendment to general ledger #897 – External Labor and Professional Services to be increased by \$15,204.40 to accommodate the grant writer fee. A

motion was made by Paul Wohn to approve the budget amendment. Motion seconded by Mike McMillan. Motion carried. Chief Few also requested a budget amendment to increase general ledger # 879D – Capital Expense by \$16,005 to accommodate the new radio equipment purchases. A motion was made by Ken Coale to approve the budget amendment. Motion seconded by Dan Wilson. Motion carried.

Chief Few informed the board that the worker compensation carrier had performed their annual audit of the department's coverage. Upon completion of the audit the carrier issued an invoice for around \$1,500 for 2011 and an invoice for around \$1,500 for 2012 to reflect updated salaries and factors of those salaries. Chief Few has since reviewed the worker compensation carrier report and has noted errors in salaries and categories of employees at the fire department. The department had to appeal the same sort of increase a year ago with the worker compensation carrier and was successful in obtaining a refund once the appeal was completed. Chief Few has started the appeal process and will keep the board informed of the final results.

Chief Few stated that the department has received the new rescue / brush truck to replace the current 1995 model. The new rescue truck has been paid for in full and has been placed in service. The 1995 truck will be retained by the department to be used to tow trailers or carry hose and tools when needed. The department has been working to complete specs on a new pumper to replace a 1985 pumper. Chief Few hopes to have bids for the board to review at the May 2012 meeting.

Chief Few asked to meet with the Employment Committee after the regular monthly meeting. The department needs to make a decision on the way to proceed to replace Sheryl Barrios. Since the February meeting, Hayes Sherer has resigned as one of the fire department custodians. The department will need to decide how to proceed with his replacement. Chief Few gave an update on the department's progress to join RSA. Representatives from RSA have contacted the department with some additional issues to be clarified. At this time, the department is not being allowed to join the RSA to offer retirement benefits to department employees. Chief Few has continued efforts to clarify how the department should proceed and will keep the board informed as new events occur.

### Old Business

#### Land Committee:

Chief Few informed the board that Zac Weber has been working on the site plan for the future training center and is very close to being complete.

#### Employee Committee:

No report for the meeting. Employee committee will meet after the monthly meeting on some issues noted in the Chief's Report.

New Business:

None

Next meeting – April 9, 2012 at 6:00 P.M., Station 1.

There being no further business, President Hayles adjourned the meeting at 9:00 P.M.

Respectfully Submitted,

Donna Hughes