



Roger R. Few
Fire Chief

Spanish Fort Fire - Rescue

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7580 Spanish Fort Blvd
Spanish Fort, AL 36527

Station 2
10628 U.S. Hwy 31
Spanish Fort, AL 36527

MINUTES OF BOARD MEETING January 12, 2015

Board Members:

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

President Hayles called the meeting to order at 6:02 P.M. Secretary Sherer conducted roll call.

The minutes from the November 10, 2014 board meeting were read silently. A motion to approve the minutes as presented was made by Stuart LaGroue. Bobby Fortenberry seconded the motion. Motion passed unanimously.

Treasurer's Report

Treasurer Dyess read the treasurer's report for the period of November 1, 2014 through December 31, 2014 and asked for approval of Compass checks #6091-6124, Regions checks #3619-3636, Auxiliary Fund checks #1124-1124, and Fire Fighters' Fund check #1041. Paul Wohn inquired about an \$8,900 discrepancy in the General Fund. Treasurer Dyess explained the discrepancy is due to Holiday banking time constraints and when payroll payouts have to be submitted. After a brief discussion of the Treasurer's Report, a motion was made by Charlie Jones to accept the Treasurer's Report as presented. Craig Stanley 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 November and December with the board. A copy of the activity report is attached to these minutes. In November, the department made 33 responses. The department made 45 responses for the month of December.

Chief Few gave an update on Code Enforcement: Tony completed 3 preplan visits, 22 preplan revisits, reviewed 4 sets of plans, 27 initial fire code inspections and 42 fire code re-inspections for the months of November and December.

Chief Few gave an update of the Community Services Events: The department completed 10 car seat installations, 2 smoke detector installations, 1 yellow dot registrations, 14 event stand-bys, participation in an Ebola Tabletop exercise and a MCI Drill, 4 CPR classes with 15 students and 1 fire prevention events with 35 contacts.

Chief Few gave an update on the FY2014 fund drive: 12% of businesses have donated-\$9,060, 20% of residents have donated-\$55,640—totaling \$65,004—100% of budget.

Chief Few introduced a new item. The City would like to build a First Responder shelter adjoining Station 1. The City intends to apply for a federal grant regarding flood mitigation due to the April 2014 floods. The City requests the department convey an acre of property for the site of the shelter. The property donation would be considered an in-kind exchange to lessen the City's cash output. The City would give the department a right-to-enter lease. Craig Stanley suggested entertaining leasing the property to the City. Bobby Fortenberry discussed federal grant procedures that would require the City to have certain legal rights to the property and the significance of an in-kind exchange for the grant application. The board discussed conveying the property to the City, with the stipulation the City allow the department to have a 99-year lease on the property. President Hayles expressed concern whether the property under discussion is a full acre. Chief Few responded the City may not need a full acre; the City's desire for the land donation is so that it can be contributed to a cash value for the City's grant process. The City's grant application is due January 31, 2015. Chief Few discussed the benefit of proximity to Station 1 for maintenance of the shelter and that the shelter would not impact the plans for Station 1 renovations, according to architect Jeff Jordan. The board further discussed the potential lease terms and/or the City's use of property after the City's acquisition. A motion was made by Bobby Fortenberry to support the concept of the City of Spanish Fort building a First Responder Shelter behind Station 1. Paul Wohn seconded the motion. Motion passed unanimously.

Chief Few discussed architect Jeff Jordan's professional opinion and plans that Station 1 renovations will require building a second level to create the requested square footage.

Chief Few discussed the success of the Holiday Dinner, which had approximately 112 plus attendees.

Old Business

No report.

Land Committee

Chief Few discussed the City's master concept to build a sport complex on Bankster Cemetery Road. The City would provide 7 acres behind the sport complex for the fire department. Architect Jeff Jordan says it is buildable. Chief Few and the board voiced concerns regarding a guaranteed egress to the facility when sport complex is in use and the feasibility of utilities being able to be placed. This property would be the station and the training center. The City states the sports complex would have their own parking and a boulevard-style access.

Employee Committee

There are three individuals interested in the part-time custodian position. The position is temporary and is within the current budget. The position is to help offset personnel shortage/unavailability, while Howard Popple is recovering from a car accident. One individual has been interviewed by the

Employee Committee. The Employee Committee authorized the other two to be interviewed by Chief Few. The Employee Committee recommends the hire of all three individuals with the understanding that the positions are temporary, and there is no guarantee of hours for the individuals.

Chief proposed new handbook policies. Handbook policies are worded to reflect the City's policies to allow for easier integration. The Employee Committee recommends the implementation of the new handbook policies which include: compensatory time; holiday leave; attendance; employee files and equipment, internet and network usage.

Finance Committee

September checks were approved by Billy Byrne.

Integration Committee

No meetings held.

New Business

No report.

The next Board of Directors meeting –February 9th, 2015 at 6:00 P.M. Station 1.

The Annual Meeting is scheduled March 17th at 6:30 P.M. There will be a brief social afterwards.

Directly following the social, the board will meet for its monthly meeting and vote on annual items, such as officers.

Board Seats 1, 6, 7, and 8 terms end March 2015. President Hayles appointed Craig Stanley, Charlie Jones and Sara Beth Sherer to the Nomination Committee, which is responsible for nominating individuals to fill the expiring term seats.

There being no further business, President Hayles adjourned the meeting at 6:59 P.M.

Respectfully Submitted,
Sarah Beth Sherer/sml