

AGENDA
Avery County Fire Commission
Regular Meeting
July 14th, 2016

- 7:00 p.m. I. Convene Meeting/Invocation
- 7:02 p.m. II. Call to Order
 A. Public comments
- 7:05 p.m. III. Agenda Items
 A. Linville Fire Dept. budget Issues
 B. Update on meeting with Linville VFD on new truck and
 Possibility using 6202 to replace existing reserve
 Engine / Tanker.
 C. Newland Fire Dept. New truck (Dean Allred from CW
 Williams on HGAC program
 D. Jim Brooks, Truck Committee
 E. Repair Bill and tow bill approval on 7202
- 8:15 p.m. FDC Report
 A. Employee Transfers
- 8:17 p.m. IV. Approval of minutes of May 12, 2016 and June 2, 2016
- 8:18 p.m. V. Upcoming meetings & other Issues of Concern
- Fire Commission regular meeting August 11, 2016 in the
County Commissioners Board room at 7:00pm
Fireman's Assoc. August 4, 2016 at Seven Devils Vol. Fire Dept.
At 7:00pm
- 8:20 p.m. Closed Session
- 8:25 p.m. VII. Adjourn

**AVERY COUNTY FIRE COMMISSION
AGENDA ITEM**

MEETING DATE: July 14, 2016

Agenda A

DEPARTMENT: Linville

DETAILED DESCRIPTION AND COMMENTS

A. Linville Fire Dept. budget issues

From the meeting with Linville's Chief at Fall Creek the following was noted and requested to be on this agenda to be addressed.

Line item 80 fuel for trucks. Linville asked for this to be raised to \$7000.00 instead of \$5000.00 because that is what they have spent in the current budget year. Line item #72 Telephone and internet. Linville requested, due to that also was not enough to cover the current budget year, wanted it increased from \$2800.00 to \$3100.00. Line item 81 professional dues. Linville requested for it to increase from \$640.00 to 840.00. Line item #84 bookkeeping. Linville stated it cost them \$750.00 per quarter. They requested for it to go from \$2400.00 to \$3000.00. Line item #10 Employees Salaries. Linville requested for it to be raised equal to what the Fire commission employees salary would be instead of the current \$32,000. Linville also discussed with the fire Commission the problem with them getting too much private funds that it kicked them out of getting the State Grant for the last three years. The Fire Commission requested break downs on Linville's phone bill and bookkeeping. The Fire Commission stated these issues would be addressed at the next regular Fire Commission meeting.

Salary

Base	\$ 26,998.40	
Health ins.	\$ 3,858.00	
Retirement	\$ 2,005.98	
Workers Comp.	\$ 225.00	LVFD workers Comp per Budget info.
Fica/Fed	\$ 2,065.00	
Total salary	\$35,152.38	

Total amount requested would be

\$6252.38

**AVERY COUNTY FIRE COMMISSION
AGENDA ITEM**

MEETING DATE: July 14, 2016

Agenda B

DEPARTMENT: Fire Commission

DETAILED DESCRIPTION AND COMMENTS

B. Bill Beuttell

Bring the rest of the Fire commission up to date on meeting with Linville Fire Departments board meeting.

Fc, Avery

From: Bryan Bodford <newland7102@gmail.com>
Sent: Monday, July 11, 2016 2:39 PM
To: Fc, Avery
Subject: agenda for fire commision

Charlie, I need to get Dean Allred on the agenda for thursdays fire commission meeting for the reason of introducing and explaining the HGAC buying process using tax payers funds to purchase trucks and equipment. thanks Bryan



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June 30, 2016

VIA EMAIL ONLY

Charles Franklin
Avery County Fire Dept. Coordinator

Re: Fire Trucks/ Newland VFD

Dear Charles:

It is my understanding the Fire Commission had budgeted for the Newland Volunteer Fire Department to have a new fire truck. I believe our trucks are titled in the Fire Commission and the respective VFD which uses the truck.

NVFD then developed its specifications and obtained three bids. It then presented the specifications to the Truck Committee of the Fire Commission and, with one or two minor changes the Committee approved the specifications and recommended this truck to the full Fire Commission. The Full Commission accepted the recommendation and directed you to solicit and advertise for bids.

It is also my understanding that the NVFD, somewhere about this time, probably went ahead and ordered the fire truck from one of the bidders.

In my opinion, the NVFD could not enter into any contract to purchase the fire truck under these circumstances. Since the Fire Commission is using money appropriated by the County in order to purchase a fire truck which will be owned by the Fire Commission (a County Agency) and the price exceeds \$90,000.00 the provisions of N.C.G.S. §143-129 apply. Where the contract to purchase is by a county, bids shall be invited by advertisement in a newspaper having general circulation within the county or by electronic means, or both. The advertisement(s) shall run at least seven (7) full days before the bids are opened. There are specific items which must be stated in the advertisement. The lowest responsible bid shall be accepted, subject to the right to reject bids.

Aside from the issue of whether the NVFD did not follow the process established by the Fire Commission and why it may have failed to do so, the failure to properly advertise for bids makes any contract to purchase the fire truck unenforceable.

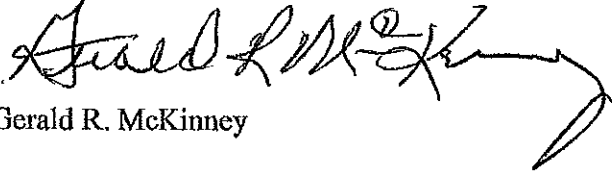
Furthermore, in order for the County to be obligated to pay for the truck, any contract would have to be "preaudited" under N.C.G.S. §159-28(a). I understand you perform this function, but you did not do so in this instance.

Therefore, please confirm whether or not the NVFD did order the truck. If the truck has been ordered, please let me know immediately so I can give the vendor written notice that the contract is not enforceable. Next we need to advertise for bids in one of our local newspapers, at least once, more than seven days before the bids are opened.

I have enclosed a copy of N.C.G.S. §143-129 for your reference. I will be glad to assist you with the wording of the advertisement and with other logistics, but I would also encourage you to consult with Tim Greene to determine how the County generally handles large acquisitions.

Please call me with any questions. With kindest regards, I remain

Sincerely Yours,

A handwritten signature in black ink, appearing to read "Gerald R. McKinney". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Gerald R. McKinney

cc: Tim Green (via email)
Enclosures
GRM/mdw

§ 143-129 Procedure for letting of public contracts.

§ 143-129. Procedure for letting of public contracts.

(a) **Bidding Required.** - No construction or repair work requiring the estimated expenditure of public money in an amount equal to or more than five hundred thousand dollars (\$500,000) or purchase of apparatus, supplies, materials, or equipment requiring an estimated expenditure of public money in an amount equal to or more than ninety thousand dollars (\$90,000) may be performed, nor may any contract be awarded therefor, by any board or governing body of the State, or of any institution of the State government, or of any political subdivision of the State, unless the provisions of this section are complied with; provided that The University of North Carolina and its constituent institutions may award contracts for construction or repair work that requires an estimated expenditure of less than five hundred thousand dollars (\$500,000) without complying with the provisions of this section.

For purchases of apparatus, supplies, materials, or equipment, the governing body of any political subdivision of the State may, subject to any restriction as to dollar amount, or other conditions that the governing body elects to impose, delegate to the manager, school superintendent, chief purchasing official, or other employee the authority to award contracts, reject bids, or readvertise to receive bids on behalf of the unit. Any person to whom authority is delegated under this subsection shall comply with the requirements of this Article that would otherwise apply to the governing body.

(b) **Advertisement and Letting of Contracts.** - Where the contract is to be let by a board or governing body of the State government or of a State institution, proposals shall be invited by advertisement in a newspaper having general circulation in the State of North Carolina. Where the contract is to be let by a political subdivision of the State, proposals shall be invited by advertisement in a newspaper having general circulation in the political subdivision or by electronic means, or both. A decision to advertise solely by electronic means, whether for particular contracts or generally for all contracts that are subject to this Article, shall be approved by the governing board of the political subdivision of the State at a regular meeting of the board.

The advertisements for bidders required by this section shall appear at a time where at least seven full days shall lapse between the date on which the notice appears and the date of the opening of bids. The advertisement shall: (i) state the time and place where plans and specifications of proposed work or a complete description of the apparatus, supplies, materials, or equipment may be had; (ii) state the time and place for opening of the proposals; and (iii) reserve to the board or governing body the right to reject any or all proposals.

Proposals may be rejected for any reason determined by the board or governing body to be in the best interest of the unit. However, the proposal shall not be rejected for the purpose of evading the provisions of this Article. No board or governing body of the State or political

subdivision thereof may assume responsibility for construction or purchase contracts, or guarantee the payments of labor or materials therefor except under provisions of this Article.

All proposals shall be opened in public and the board or governing body shall award the contract to the lowest responsible bidder or bidders, taking into consideration quality, performance and the time specified in the proposals for the performance of the contract.

In the event the lowest responsible bids are in excess of the funds available for the project or purchase, the responsible board or governing body is authorized to enter into negotiations with the lowest responsible bidder above mentioned, making reasonable changes in the plans and specifications as may be necessary to bring the contract price within the funds available, and may award a contract to such bidder upon recommendation of the Department of Administration in the case of the State government or of a State institution or agency, or upon recommendation of the responsible commission, council or board in the case of a subdivision of the State, if such bidder will agree to perform the work or provide the apparatus, supplies, materials, or equipment at the negotiated price within the funds available therefor. If a contract cannot be let under the above conditions, the board or governing body is authorized to readvertise, as herein provided, after having made such changes in plans and specifications as may be necessary to bring the cost of the project or purchase within the funds available therefor. The procedure above specified may be repeated if necessary in order to secure an acceptable contract within the funds available therefor.

No proposal for construction or repair work may be considered or accepted by said board or governing body unless at the time of its filing the same shall be accompanied by a deposit with said board or governing body of cash, or a cashier's check, or a certified check on some bank or trust company insured by the Federal Deposit Insurance Corporation in an amount equal to not less than five percent (5%) of the proposal. In lieu of making the cash deposit as above provided, such bidder may file a bid bond executed by a corporate surety licensed under the laws of North Carolina to execute such bonds, conditioned that the surety will upon demand forthwith make payment to the obligee upon said bond if the bidder fails to execute the contract in accordance with the bid bond. This deposit shall be retained if the successful bidder fails to execute the contract within 10 days after the award or fails to give satisfactory surety as required herein.

Bids shall be sealed and the opening of an envelope or package with knowledge that it contains a bid or the disclosure or exhibition of the contents of any bid by anyone without the permission of the bidder prior to the time set for opening in the invitation to bid shall constitute a Class 1 misdemeanor.

(c) Contract Execution and Security. - All contracts to which this section applies shall be executed in writing. The board or governing body shall require the person to whom the award of a contract for construction or repair work is made to furnish bond as required by Article 3 of Chapter 44A; or require a deposit of money, certified check or government securities for the full amount of said contract to secure the faithful performance of the terms of said contract and the payment of all sums due for labor and materials in a manner

(4) Construction or repair work undertaken during the progress of a construction or repair project initially begun pursuant to this section.

(5) Purchase of gasoline, diesel fuel, alcohol fuel, motor oil, fuel oil, or natural gas. These purchases are subject to G.S. 143-131.

(6) Purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. Notwithstanding any other provision of this section, the governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract.

In the case of purchases by hospitals, in addition to the other exceptions in this subsection, the provisions of this Article shall not apply when: (i) a particular medical item or prosthetic appliance is needed; (ii) a particular product is ordered by an attending physician for his patients; (iii) additional products are needed to complete an ongoing job or task; (iv) products are purchased for "over-the-counter" resale; (v) a particular product is needed or desired for experimental, developmental, or research work; or (vi) equipment is already installed, connected, and in service under a lease or other agreement and the governing body of the hospital determines that the equipment should be purchased. The governing body of a hospital shall keep a record of all purchases made pursuant to this subdivision. These records are subject to public inspection.

(7) Purchases of information technology through contracts established by the Department of Information Technology as provided in Article 15 of Chapter 143B of the General Statutes.

(8) Guaranteed energy savings contracts, which are governed by Article 3B of Chapter 143 of the General Statutes.

(9) Purchases from contracts established by the State or any agency of the State, if the contractor is willing to extend to a political subdivision of the State the same or more favorable prices, terms, and conditions as established in the State contract.

(9a) Purchases of apparatus, supplies, materials, or equipment from contracts established by the United States of America or any federal agency, if the contractor is willing to extend to a political subdivision of the State the same or more favorable prices, terms, and conditions as established in the federal contract.

(10) Purchase of used apparatus, supplies, materials, or equipment. For purposes of this subdivision, remanufactured, refabricated or demo apparatus, supplies, materials, or equipment are not included in the exception. A demo item is one that is used for demonstration and is sold by the manufacturer or retailer at a discount.

(11) Contracts by a public entity with a construction manager at risk executed pursuant to G.S. 143-128.1.

(12) **(Repealed effective July 1, 2015)** Build-to-suit capital leases with a private developer under G.S. 115C-532.

(f) Repealed by Session Laws 2001-328, s. 1, effective August 2, 2001.

(g) Waiver of Bidding for Previously Bid Contracts. - When the governing board of any political subdivision of the State, or the person to whom authority has been delegated under subsection (a) of this section, determines that it is in the best interest of the unit, the requirements of this section may be waived for the purchase of apparatus, supplies, materials, or equipment from any person or entity that has, within the previous 12 months, after having completed a public, formal bid process substantially similar to that required by this Article, contracted to furnish the apparatus, supplies, materials, or equipment to:

(1) The United States of America or any federal agency;

(2) The State of North Carolina or any agency or political subdivision of the State; or

(3) Any other state or any agency or political subdivision of that state, if the person or entity is willing to furnish the items at the same or more favorable prices, terms, and conditions as those provided under the contract with the other unit or agency. Notwithstanding any other provision of this section, any purchase made under this subsection shall be approved by the governing body of the purchasing political subdivision of the State at a regularly scheduled meeting of the governing body no fewer than 10 days after publication of notice that a waiver of the bid procedure will be considered in order to contract with a qualified supplier pursuant to this section. Notice may be published in a newspaper having general circulation in the political subdivision or by electronic means, or both. A decision to publish notice solely by electronic means for a particular contract or for all contracts under this subsection shall be approved by

the governing board of the political subdivision. Rules issued by the Secretary of Administration pursuant to G.S. 143-49(6) shall apply with respect to participation in State term contracts.

(h) Transportation Authority Purchases. - Notwithstanding any other provision of this section, any board or governing body of any regional public transportation authority, hereafter referred to as a "RPTA," created pursuant to Article 26 of Chapter 160A of the General Statutes, or a regional transportation authority, hereafter referred to as a "RTA," created pursuant to Article 27 of Chapter 160A of the General Statutes, may approve the entering into of any contract for the purchase, lease, or other acquisition of any apparatus, supplies, materials, or equipment without competitive bidding and without meeting the requirements of subsection (b) of this section if the following procurement by competitive proposal (Request for Proposal) method is followed.

The competitive proposal method of procurement is normally conducted with more than one source submitting an offer or proposal. Either a fixed price or cost reimbursement type contract is awarded. This method of procurement is generally used when conditions are not appropriate for the use of sealed bids. If this procurement method is used, all of the following requirements apply:

- (1) Requests for proposals shall be publicized. All evaluation factors shall be identified along with their relative importance.
- (2) Proposals shall be solicited from an adequate number of qualified sources.
- (3) RPTAs or RTAs shall have a method in place for conducting technical evaluations of proposals received and selecting awardees, with the goal of promoting fairness and competition without requiring strict adherence to specifications or price in determining the most advantageous proposal.
- (4) The award may be based upon initial proposals without further discussion or negotiation or, in the discretion of the evaluators, discussions or negotiations may be conducted either with all offerors or with those offerors determined to be within the competitive range, and one or more revised proposals or a best and final offer may be requested of all remaining offerors. The details and deficiencies of an offeror's proposal may not be disclosed to other offerors during any period of negotiation or discussion.
- (5) The award shall be made to the responsible firm whose proposal is most advantageous to the RPTA's or the RTA's program with price and other factors considered.

The contents of the proposals shall not be public records until 14 days before the award of the contract.

The board or governing body of the RPTA or the RTA shall, at the regularly scheduled meeting, by formal motion make findings of fact that the procurement by competitive proposal (Request for Proposals) method of procuring the particular apparatus, supplies, materials, or equipment is the most appropriate acquisition method prior to the issuance of the requests for proposals and shall by formal motion certify that the requirements of this subsection have been followed before approving the contract.

Nothing in this subsection subjects a procurement by competitive proposal under this subsection to G.S. 143-49, 143-52, or 143-53.

RPTAs and RTAs may adopt regulations to implement this subsection.

(i) Procedure for Letting of Public Contracts. - The Department of Transportation ("DOT"), The University of North Carolina and its constituent institutions ("UNC"), and the Department of Administration ("DOA") shall monitor all projects in those agencies and institutions that are let without a performance or payment bond to determine the number of defaults on those projects, the cost to complete each defaulted project, and each project's contract price. Beginning March 1, 2011, and annually thereafter, DOT, UNC, and DOA shall report this information to the Joint Legislative Committee on Governmental Operations.

(j) [Use of E-Verify Required. -] No contract subject to this section may be awarded by any board or governing body of the State, institution of State government, or any political subdivision of the State unless the contractor and the contractor's subcontractors comply with the requirements of Article 2 of Chapter 64 of the General Statutes. (1931, c. 338, s. 1; 1933, c. 50; c. 400, s. 1; 1937, c. 355; 1945, c. 144; 1949, c. 257; 1951, c. 1104, ss. 1, 2; 1953, c. 1268; 1955, c. 1049; 1957, c. 269, s. 3; c. 391; c. 862, ss. 1-4; 1959, c. 392, s. 1; c. 910, s. 1; 1961, c. 1226; 1965, c. 841, s. 2; 1967, c. 860; 1971, c. 847; 1973, c. 1194, s. 2; 1975, c. 879, s. 46; 1977, c. 619, ss. 1, 2; 1979, c. 182, s. 1; 1979, 2nd Sess., c. 1081; 1981, c. 346, s. 1; c. 754, s. 1; 1985, c. 145, ss. 1, 2; 1987, c. 590; 1987 (Reg. Sess., 1988), c. 1108, ss. 7, 8; 1989, c. 350; 1993, c. 539, s. 1007; 1994, Ex. Sess., c. 24, s. 14(c); 1995, c. 367, s. 6; 1997-174, ss. 1-4; 1998-185, s. 1; 1998-217, s. 16; 2001-328, s. 1; 2001-487, s. 88; 2001-496, ss. 4, 5; 2005-227, s. 1; 2006-232, s. 2; 2007-94, s. 1; 2007-322, s. 4; 2007-446, s. 6; 2010-148, s. 1.2; 2011-234, s. 1; 2013-418, s. 2(c); 2015-241, s. 7A.4(s).)

**AVERY COUNTY FIRE COMMISSION
AGENDA ITEM**

MEETING DATE: July 14, 2016

Agenda D Jim Brooks

DEPARTMENT: Commission

DETAILED DESCRIPTION AND COMMENTS

**D. Truck Committee terms, appointments
See attached**

FDC Recommendation: Since they are currently on this committee have Kennie McFee stay on for a one year term, and Matt McClellan for 2 year term as Fire Commission rep. The Assoc. vote on 1 position for 1 year term and one position for a two year term at their meeting in August (when the Assoc. has their elections) the fifth would be the Chief or the department rep who is receiving the equipment. After the first term all terms would be every two years. The four decide on the secretary to take minutes out of the four.

Fc, Avery

From: brooks slopeside.com <brooks@slopeside.com>
Sent: Monday, May 02, 2016 9:59 AM
To: Johnny Mathes (fvfd@charter.net); joehowardperry@charter.net; Fc, Avery; the_hugh32@yahoo.com; daintreytrees@gmail.com
Subject: RE: Truck Committee Article VI - rewritten - Jim Brooks

Thanks for your input. I'll rework the Truck & Equipment Committee Article.

I'll be at Frank Fire Station at 5:00 on Thursday.

Don't we anticipate questions from the County Commissioners and the need to review the budgets that were submitted in case we need to defend things?

Jim Brooks

On May 2, 2016 at 9:06 AM "Fc, Avery" <avery.fc@averycountync.gov> wrote:

Mr. Brooks

Yes we will meet at Frank to preform our 9S inspection just like we have been doing. The consensus of the Fire Commission was they would not meet on the budgets until the County Commissioners inform them how much funding should receive in the 2016/2017 budget year.

My opinion on the Truck Committee Article. #1 The truck committee does not have regular set meetings. They only come together to review specs when a department or departments to receive the equipment turns in a spec. #2 The Fire Department Coordinator's role should be only to asst. in determining the needed equipment and time frame to be replaced due to age, condition, and operational capability, Also Be a central person which specs come to be copied and distributed to the other truck committee members and once approved the person on the Fire Commissions be half sends specs out for bids, and sets bid deadlines to meet bid requirements after or when the truck committee as a hole through their Chairman Sends a question or questions in writing (Fax, Email, or handed in person) to the Fire Department Coordinator which he will gather requested information needed by the Committee. They are no reason to put the language in this stating the Fire department Coordinator is a nonvoting member because he already is a nonvoting member on any and all committees. It is already stated in the job description that he or she is a liaison for the Commission and Fire Departments. #3 They need to be a election format to when the Chairman, Vice Chairman and Secretary would be elected.(Note the secretary would not be the Fire Department Coordinator.) Thank you for your time and work on these issues.

Charlie Franklin

AVERY COUNTY FIRE COMMISSION

ARTICLE VI - TRUCK & EQUIPMENT COMMITTEE

The Avery County Fire Commission Truck & Equipment Committee is a body established to create specifications and time frames for the replacement and purchase of equipment necessary to operate the Fire and Rescue Services of Avery County, North Carolina. Said specifications and replacement timeframes shall be presented to the Avery County Fire Commission as recommendations.

Section I. **MEMBERSHIP:** The Avery County Fire Commission Truck and Equipment Committee shall consist of five(5) persons, two (2) of which shall be appointed by the Fire Commission Board and two (2) of which shall be appointed by the Avery County Fire Association. The remaining members shall be chosen by the other four (4) sitting members of the Committee. The Fire Commission Coordinator shall serve as a non-voting ex-officio member and serve as a support person to the efforts of the committee.

Section II. **TERMS OF OFFICE :** One of the Fire Association appointees shall be appointed for a two(2) year term; the other shall be appointed for a one(1) year term. At the end of the one(1) year term, the appointment shall be for a two(2) year term thereafter. One of the Commissioner's appointees shall serve a two(2) year term and the other shall serve for a one(1) year term. At the end of the one(1) year term, the appointment shall be for a two(2) year term thereafter. The member appointed by the four (4) seated members shall serve for a two(2) year term. Excessive absenteeism, that is unexcused for two(2) of three(3) consecutive regularly scheduled meetings or 33% of the meetings per year, shall be grounds for removal from the Committee.

**AVERY COUNTY FIRE COMMISSION
AGENDA ITEM**

MEETING DATE: July 14, 2016

Agenda E

DEPARTMENT: Commission

DETAILED DESCRIPTION AND COMMENTS

E. Repair and Towing bill for Newlands 7202

The bills total to \$5725.63 so it has to be approved to be paid in a meeting. Bill Can only approve up to \$5,000.00



INVOICE 593814

CUSTOMER NO.
14608

574 English Rd. * Rocky Mount, NC 27804
800-277-3473 (252) 977-3610 Fax (252) 977-9241

BILL TO:

NEWLAND FIRE DEPARTMENT
342 ESTATOQ AVE
NEWLAND, NC 28657

SHIP TO:

NEWLAND FIRE DEPARTMENT
342 ESTATOQ AVE
NEWLAND, NC 28657

PHONE: 828/733-4011
FAX: 828/733-8678

PAGE 1

DATE		SHIP VIA		F.O.B.		TERMS		
06/07/16		SERVICE DEPT. 05				NET 30		
PURCHASE ORDER NUMBER			ORDER DATE		SALESPERSON		OUR ORDER NUMBER	
7202			05/20/16		18 / 153		496350	
QUANTITY		ITEM NUMBER		DESCRIPTION		UNIT PRICE	AMOUNT	
ORDERED	SHIPPED	B.O.						
HOURS			MODEL#:	A31869	VIN#:			
MILES	29733		SERIAL#:	A31869	PUMP#:			
UNIT#			NAME:		TRANS#:			
YEAR:			DATE SOLD:		TECH#:	61		
				S-TAG#				
			336.909.0130					
2	2		KUS.091-28-FC	FEMALE COUPLER	13.14	26.28		
2	2		KUS.5-20P-H	CONNECTOR, 120V, 20 AMPS	25.38	50.76		
2	2		NAP-1055	GAS HOSE, STRAIGHT	27.71	55.42		
1	1		NAP-UJ476-10	U-JOINT STRAP KIT	31.41	31.41		
2	2		CSM-HSC6204	HOSE CLAMP 62P SERIES	0.73	1.46		
1	1		LAW-85495	S/S HOSE CLAMPS	2.57	2.57		
1	1		NAP-M720	BRAKE CLEAN	7.77	7.77		
2	2		NAP-H-175	HOSE, FUEL LINE	3.07	6.14		
5	5		NAP-ANTI	ANTIFREEZE GREEN	15.12	75.60		
1	1		NAP-505-1236	HOSE CLAMP	1.76	1.76		
1	1		NAP-145	PETCOCK SHUT OFF	4.45	4.45		
1	1		NAP-3352	FUEL FILTER	6.09	6.09		
1	1		NAP-3369	FUEL FILTER	18.70	18.70		
1	1		NAP-25760Y1	CAB MARKER LIGHT	11.84	11.84		
3	3		NAP-45412	ROUND SURFACE MNT MARKER	7.56	22.68		
1	1		ZZZ-REPAIR	REPAIR	495.00	495.00		
			CLEAN AND COATED TANK. WELDED					
1	1		ZZZ-REPAIR	REPAIR	1,111.25	1,111.25		
			INSTALL NEW RADIATOR CORE.					
			CLEAN AND TESTED					
1	1		LAB, GAS1	FUEL FOR TRK-SHOP REPAIR	45.00	45.00		
Product Total		Shipping & Handling		Taxable Amount		Tax	Misc. Amt.	INVOICE TOTAL

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from C.W. Williams, Inc. All shortages and discrepancies must be reported to C.W. Williams, Inc. within 10 days of receipt of shipment. No cash refunds will be given.



INVOICE
593814

574 English Rd. * Rocky Mount, NC 27804
800-277-3473 (252) 977-3610 Fax (252) 977-9241

CUSTOMER NO.
14608

BILL TO:

NEWLAND FIRE DEPARTMENT
342 ESTATOQ AVE
NEWLAND, NC 28657

SHIP TO:

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NEWLAND, NC 28657

PHONE: 828/733-4011
FAX: 828/733-8678

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DATE		SHIP VIA		F.O.B.		TERMS	
06/07/16		SERVICE DEPT. 05				NET 30	
PURCHASE ORDER NUMBER			ORDER DATE		SALESPERSON		OUR ORDER NUMBER
7202			05/20/16		18 / 153		496350
QUANTITY			ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT	
ORDERED	SHIPPED	B.O.					
1	1		CSM-SQPLSS14	PLUG, SQUARE SS 1/4	1.68	1.68	
4	4		NAP-H-177	HOSE, FUEL LINE	1.76	7.04	
1	1		NAP-501-1742	UNIVERSAL FUEL GAUGE	60.61	60.61	
2	2		NAP-733-5752	U-BOLT	7.56	15.12	
2	2		NAP-732-1009	HANGER, MUFFLER	6.65	13.30	
2	2		NAP-733-5976	4" BAND CLAMP	16.41	32.82	
1	1		CWW, SUPPLIES/WASTE	MISC. SHOP SUP - FLUID WA	157.95	157.95	
1	1		LAB, C001	CUSTOMER LABOR @ \$90/HR	2,632.50	2,632.50	
COMMENTS:			FIX FUEL TANK, RADIATOR, AND CAB MARKER LIGHTS.				

Product Total	Shipping & Handling	Taxable Amount	Tax	Misc. Amt.	INVOICE TOTAL
4,895.20		4,895.20	330.43	0.00	5,225.63

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from C.W. Williams, Inc. All shortages and discrepancies must be reported to C.W. Williams, Inc. within 10 days of receipt of shipment. No cash refunds will be given.

Statement

Hampton's Body Shop, Inc
 169 Boone Docks Street
 Boone, NC 28607

Date
5/31/2016

To:
Newland Fire Department 342 Estatoa St Newland, NC 28657

			Due by the 10th	
Date	Transaction			Balance
05/19/2016	INV #16614. Orig. Amount \$500.00.			500.00
	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	
	0.00	0.00	0.00	
				Amount Due
				\$500.00

Any questions Call - 828-264-3924 or Email - waynesha@bellsouth.net

**AVERY COUNTY FIRE COMMISSION
AGENDA ITEM**

MEETING DATE: July 14, 2016

FDC Report

DEPARTMENT: Fire Commission

DETAILED DESCRIPTION AND COMMENTS

Do to position vacancy's I Charlie Franklin (request by seniority and approval of the Chiefs of Banner Elk Fire & Rescue, and Elk Park Vol. Fire Department that the following employees be transferred up on the start of the next pay period.

Teddy Thomas to Banner Elk full time position
Remington Austin to Elk Park
Jeffery Thompson to rover position

I Charlie Franklin request due to only have taken in two other applications to advertise for additional two weeks period. In hopes to receive more applications to pull from. This will leave openings at Newland and Fall Creek Fire Depts.

AVERY COUNTY FIRE COMMISSION MINUTES

The Avery County Fire Commission met in a regular meeting on Thursday, May 12, 2016 at 7:00 pm in the Newland Vol. Fire Department, Newland N.C.

I. Bob Garland led with prayer.

II. Call to Order (7:02pm)

Chairman Bill Beuttell called the meeting to order at 7:02pm. All board members present, except Johnny Mathes.

A. Additions /deletions to agenda (7:03pm) None

B. Public Comments

Newland Fire Department informed the Fire Commission on unexpected repairs on engine 7202. **It was Consensus of the board instead of adding this to the agenda, for Newland to get estimates on what the cost for the repairs would be, and Bill Beuttell could approve up to \$5000.00.**

III. Agenda Items (7:06 pm)

A. Green Valley Fire Department request to speak on Aflac insurance.

Mike Laws from Green Valley addressed the board on issues with Workman's Comp not paying for heart attacks. Mike Laws also informed the board on Aflac insurance and its advantages. Mike Laws also informed the board on comparison to the current accident and sickness policy. Jim Brooks stated that the Aflac policy would only pay to the individual approximately \$5000 to \$6000. Mike stated that was correct. Jim asked about the individual health insurance. Mike stated that not all people have health insurance. Jim Brooks stated he felt it would be more cost effective to put \$12,000 in an account and if this happened and then pay out \$5000.00 to the individual. Bill stated that he and Johnny had with met with Tim Greene and was waiting for another meeting with the EMS Department Head and Tim Greene. Mike stated that the Volunteer age is increasing on average and that increases the potential of heart attacks. Bill requested for Charlie Franklin to check with Tim Greene for the proposed meeting with Jerry Turbyfill so the Commission could put to rest the issues on a staffed transport EMS Unit on all fire related calls.

B. Truck Committee Report. (7:15pm)

Kennie McFee informed the Board that the Truck Committee had approved Newland's truck spec. Charlie asked the Board to bring to a vote to have the Fire Commission (once the spec had been

received) to send Newland's specs out to bid. **Motion made by Joe Perry seconded by Jim Brooks to send the specifications out for bids. Motion unanimous by those in attendance.**

C. Jim Brooks on New Process for set up of the Truck Committee (7:18pm)

Jim Brooks stated that Charlie Franklin had made some comments and/ or suggestions to what he had drawn up. Jim asked for Charlie Franklin to get this information out to the Fire commission members by the next meeting and requested to have this tabled until then. **It was the consensus of the board to table as requested.**

FDC Report (7:21pm)

A. Update on Frank Fire Departments 9/S inspection.

Charlie stated they had found no deficiencies in Frank Fire Dept.'s 9S inspection. Charlie Franklin requested at a later date to have a meeting with the Fire Commission and Frank Fire Department's Building Committee to discuss the things that they wished they had done differently. Charlie Franklin stated he felt this may help with future buildings. Jim Brooks stated that he had been to three stations with Charlie Franklin, and the departments were in a lot better shape than he thought they would be on all the 9S.

B. Inform the Board on issues with the retirement for the employees. (7:26pm)

Charlie Franklin made the Commission aware that there had been issues with the prior years' service. Charlie Franklin stated he had found out that they had been a form to be filled out for this and the state had not informed the Commission about the form. Charlie Franklin stated that this had been taken care of and all service years credits were up to date.

C. Discussion on budgets (7:30pm)

Charlie asked the Board if they would like to discuss the budget meeting that took place with the County Commissioners.

Bill Beuttell stated that the County Commissioners had informed the Fire Commission that the County was 2 million dollars over projected tax revenue to start the budget off with. Bill Beuttell stated that the Fire Commission requested a 6% rise over last year and asked to max out the state grants. Bill stated that he felt the Fire Commission was only going to get what the Fire and Rescue tax brings in without a raise. Mike Laws asked if they had ever been a study done on what it would cost to put a 4 man crew 24 hours a day at each department. Jim Brooks stated yes that a study had been done in the past. Bill Beuttell stated that the Fire Commission had informed the County Commissioners that the volunteers was going away and the need of trying to start preparing to go to a fully paid service.

iv. Approval of minutes from April 14, 2016(7:35pm)

Motion made by Jim Brooks second by Joe Perry to approve the minutes for April 14, 2016. Motion unanimous with those present.

V. Upcoming meetings and other issues of concerns. (7:36pm)

Next Fire Commission regular meeting will be June 9th, 2016 at 7:00 pm in the County Commissioners board room in Newland. Fireman's Association monthly meeting will be June 2, 2016 at Fall Creek VFD station 2 at 7: 00pm.

VI. Closed Session Under G.S. 143-318.11 (a)(6)(7:47pm)

Motion by Jim Brooks Second by Joe Perry to go into closed session. Motion unanimous with those present.

Back in regular session (8:43pm)

Chairman Bill Beuttell announced the Fire Commission was back in open session and they had not been any decisions made while in closed session. Kennie McFee requested to address the board.

The Consensus of the board was to allow him to speak.

Kennie McFee addressed the Board. Kennie McFee requested the Board to hold him at fault for Mike Laws not following the Fire Commissions Personnel Policy. **The consensus was the board would address this at a later date.**

VII. Adjourn (8:40pm)

Motion made by Jim Brooks and seconded by Joe Perry to adjourn the meeting. Motion unanimous with those present.

**Bill Beuttell, Chairman
Avery County Fire Commission**

Attest: _____

AVERY COUNTY FIRE COMMISSION MINUTES

The Avery County Fire Commission met in a special meeting on Thursday, June 2, 2016 at 3:45pm in the Fall Creek Vol. Fire Department station, Elk Park N.C.

I. Call to Order (3:45pm)

Chairman Bill Beuttell called the meeting to order at 3:45pm. All board members present except Corey Hughes and Joe Perry.

A. The purpose of this meeting was to meet with the Chiefs of all departments individually to discuss the 2016/2017 budget.

The Fire Commission met with Chiefs from Elk Park, Fall Creek, Linville, Newland, Crossnore, Beech Mountain, Seven Devils, Frank, Ladder Company,

The only problems noted from this meeting were as follows.

Linville Fire Department stated the concerns of not enough funds in the following line items:

Line item 80 fuel for trucks. Linville asked for this to be raised to \$7000.00 instead of \$5000.00 because that is what they have spent in the current budget year. Line item #72 Telephone and internet. Linville requested, due to that also was not enough to cover the current budget year, wanted it increased from \$2800.00 to \$3100.00. Line item 81 professional dues. Linville requested for it to increase from \$640.00 to 840.00. Line item #84 bookkeeping. Linville stated it cost them \$750.00 per quarter. They requested for it to go from \$2400.00 to \$3000.00. Line item #10 Employees Salaries. Linville requested for it to be raised equal to what the Fire commission employees salary would be instead of the current \$32,000. Linville also discussed with the fire Commission the problem with them getting too much private funds that it kicked them out of getting the State Grant for the last three years. The Fire Commission requested break downs on Linville's phone bill and bookkeeping. The Fire Commission stated these issues would be addressed at the next regular Fire Commission meeting.

Crossnore Fire Department

Dean Gibbs expressed his issues with there not being any funds in firefighting equipment throughout the year other than grants. Dean also questioned was the grant funds being sent to the departments monthly or held in Fire Commission contingency. The Fire Commission informed Dean Gibbs that it would be in contingency and if local contractors had to have funds up front the commission would front the funds and the department would reimburse the Fire Commission when the state check came in.

There were no other problems that came out of this meeting to be addressed. All the other Chiefs that met with the Fire Commission either had no issues, or their questions was answered by the board.

VII. Adjourn (6:25pm)

Motion made by Jim Brooks and seconded by Johnny Mathes to adjourn the meeting. Motion unanimous with those present.

**Bill Beuttell, Chairman
Avery County Fire Commission**

Attest: _____