

AGENDA
Avery County Fire Commission
Regular Meeting
October 13th, 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. Recommendation on bid for Newlands New Truck
 From the truck Committee
 B. Fire Commission award bid for Newland Fire
 Department's new truck
 C. Linville Central and truck Committee request
 Conversation on new crash truck for Linville Central
 D. Linville Fire Department request to use funds to
 Purchase Equipment.
- 8:10 p.m. FDC Report
- 8:17 p.m. IV. Approval of minutes of September 8th, 2016
- 8:18 p.m. V. Upcoming meetings & other Issues of Concern
- Frank Fire Departments New station and ribbon cutting 10/15/2016
at 4:00pm with food and Fire Works to Follow. Avery County Fire
Commission regular meeting November 10, 2016 in County
Commissioners Board room at 7:00pm. Fireman's Assoc. meeting
November 3, 2016 at Linville Fire Dept. At 7:00pm (note: this is
the meeting the Assoc. does recognition And awards)
- 8:20 p.m. Closed Session
- 8:25 p.m. VII. Adjourn

AVERY COUNTY FIRE COMMISSION MINUTES

The Avery County Fire Commission met in a regular meeting on Thursday, September 8th 2016, at 7:00 pm in the Commissioners' Boardroom, Newland N.C.

Bob Garland led with prayer.

Call to Order (7:00pm)

Bill Beuttell, Chairman called the meeting to order at 7:00pm. All board members were present except Corey Hughes.

Additions /deletions to agenda (7:02pm) None

Public Comments (7:03 pm) None

III. Agenda Items (7:06)

A. Purchasing programs (HGAC)

Charlie informed the board that the County Attorney has replied on the H.G.A.C. purchasing program and it is legal. Charlie Franklin stated he had the paper work to fill out if the Fire Commission wanted to enter into the HGAC purchasing program. **Motion made by Jim Brooks second by Joe Perry to have FDC to complete the paper work and enter in the HGAC program. Motion unanimous with those in attendance.**

B. Bid opening and awarding for Newland Fire Departments new truck. (7:09PM)

Bill Beuttell opened 1 letter declining to bid and three additional bids on Newland Fire Departments new apparatus. The Bid is as follows C.W. Williams in the amount of \$354,886.00, 4Guys Fire Trucks in the amount of \$394,678.00 and Anchor Richey in the amount of \$439,738.00. Brian Bodford was asked Newland Fire Dept. if they had gotten a price from HGAC on this truck. Brian Bodford stated yes and it would have been 2000.00 more to have purchased it on that program. After discussion, it was **the consensus of the board to have the Apparatus Committee to review the bids and compare them to the advertised spec and to each other and report back at the next Fire Commission meeting with a recommendation on what bid to be awarded and why.**

C. Ladder Co. Building Maintenance (sealing parking lot and new entry door) (7:14PM)

Jim Brooks presented the Board with quotes on sealing and / or repairing the pavement at the ladder building. Bob Garland stated the ladder company had some funds available but he did not feel the ladder company should pay for the entire amount. Bob also stated he felt that putting the repairs need on a grant to try to save money would be the best way to get the funds for the repairs needed. It was the **consensus of the board to have all Departments that needed pavement repairs to apply for them on grants.**

D. Jim Brooks request discussion on turning grants request in to FDC (7:16PM)

Jim Brooks brought forward the issue of departments missing grant opportunities and how the departments on grant needed to try to order equipment in bulk for better pricing. Charlie Franklin made a recommendation that the FDC notify the departments 2 weeks before the grant dead line as a reminder for the departments to submit their grants and review them to make sure they are complete. Jim Brooks stated he agreed with Charlie Franklin's recommendation. **It was the consensus of the board to accept the recommendation.**

E. Jim Brooks request for discussion on hiring a secretary. (7:18PM)

Jim Brooks stated he figured if Charlie Franklin worked 20 days a month and spent 2 days on typing up the Fire Commission meeting minutes it was costing the Fire Commission 10% of work time. Jim Brooks stated that he felt it was more cost effective for the fire commission to hire a secretary to do the minutes and Charlie Franklin apply his time to things to save money. Jim Brooks also stated Charlie had been misspelling words in the minutes. Jim Brooks stated Charlie Franklin could advertise and hire just like the current positions the Fire Commission has. Jim stated he felt this would also speed the minutes up and get them posted a lot quicker. Jim Brooks stated that the Fire Commission needed to give Charlie Franklin some direction on salary and hiring. Bill Beuttell stated that the best way he felt would be for Charlie Franklin to how much time the secretary would need to work to complete the minuets. Charlie Franklin stated it was hard to give a set amount of time due to the process he has to go through to type up the minutes and this would increase and decrease depending upon the length and discussion in each meeting. Johnny Mathes asked what would be estimated time. Charlie Franklin answered he felt approximately 2 hours plus the length of each meeting. Bill Beuttell requested Charlie Franklin to research the time needed and report back at a later date.

F. Jim Brooks request for discussion on departments not paying utility bills on time. (7:24PM)

Jim Brooks informed the board the he had talked with the County Finance Officer on two topic's that he feels are a problem. Jim Brooks stated if the Departments pay for bills ahead of time that they are due it messes up the Fire Commission during budget time because it does not show the departments monthly needs in the line items. Jim stated if the departments pay late it cost taxpayers money on late charges. Jim Brooks stated he felt that the Fire Commission needed to adopt a policy that the departments had to pay bills on a monthly basis and not late or ahead. Jim Brooks stated that the FDC looks at the monthly reports and should catch this problem. Jim Brooks stated this was a issue for the Fire

Commission in the budget meeting for the 2016/2017 budget year. Jim Brooks stated he wanted Charlie Franklin to type up this policy and send it out to all the departments. Bill Beuttell asked if the Fire Commission has this policy sent out to the departments and they do not comply what happens. Jim Brooks stated he felt that during the next budget the Fire Commission would not fund the departments as much funds in that line item. Bill stated that he felt that the Fire Commission could not penalize the Departments if they did not follow the policy and all the Fire commission could do is encourage and ask the departments to do this and that was all. Johnny Mathes stated that he sees Jim Brooks's concerns. If a department has the funds in their budget the bills should not be paid late. Charlie Franklin stated when he looks at the reports he has just been reviewing the year to date totals and normally does not contact the dept. until it shows overage in a line item and / or complete budget. Jim Brooks stated that during the budget there were reports that skipped a month and would be double the next month. Jim Brooks stated one dept. even went 10 months without showing a payment for electricity. When the dept. was asked the dept. reply was they had paid it up in advance.

G.INVO pad Levin Sudderth from Linville Fire Department stated the last he was aware the Fire Commission was researching the INVOPAD system. Bill stated his stance has been he did not want to want do the INVOPAD system unless all the departments participated and it should be done on all MVA's for it to be equal and fair to all the citizens local and visiting. Bill stated when this first came up the rep stated that it was up to each dept. to participate or not, and that is not fair to the people. Levin Sudderth stated they would need to be a threshold on small incidents verses large incidents. Bill stated as long as there was a threshold that would state above this all insurance would be charged and below this no one's insurance would be charged. Jim Brooks stated that Beech Mountain Fire Department looked into this and did not have enough MVA's to justify using the system. Jim Brooks stated that if the depts. did this program and there were problems the depts. would go away from it. Charlie Franklin asked where the funds would go from the reimbursements. Charlie stated he felt they needed to go back in the Fire Association. Budget being that's where the supplies for the MVA are where purchased out of. Jim Brooks and Bill Beuttell agreed that was a concern. Charlie Franklin stated he felt this needed to be addressed by the Fire Association before the Fire Commission could make a recommendation to the County Commissioners. Levin Sudderth stated he had checked in on this and the funds had to go back to the department that was submitting the information. After further discussion, Bill Beuttell stated that the Fire Commission would have to present this system to the County Commissioners with the pros and cons. Bill asked that the Fire Association send him information on the proposed threshold and he would contact the rep from INVOPAD and get answers directly from him.

FDC Report (7:10pm)

A. Charlie Franklin informed the Board that Linville did not yet have the answer on 6202 being the reserve for all the Depts.

B. Charlie Franklin informed the board that the person the Fire Commission hired to be stationed at Newland Fire Dept. has not responded to a letter, text or phone calls and after talking to the interview committee their recommendation is to hire the next qualified person that had applied for the Job. Charlie stated and that that person was Cory Hoyes and that part of the stipulation for the position

would be 30 days for him to obtain a CDL driver license to include airbrakes with a tanker endorsement and 1 year to obtain a NC EMT basic certification. After further discussion. **Motion by Joe Perry second by Jim Brooks to hire the individuals as requested. Motion unanimous with those in attendance.**

C. Charlie Franklin requested that the Fire Commission allot \$200.00 to each employee and allow them to purchase the boots they wanted instead of the FDC purchasing them due to the employees being unhappy with the selected boots. Charlie Franklin stated that along with the check to each employee there would be a letter instructing them to purchase boots that meet the NFPA requirements for foot wear in the station along with bloodborne pathogen, safety toe, skid resistance, oil resistance and skid resistance so if they purchased anything else and got injured they would be liable not the Fire Commission. **Motion by Jim Brooks second by Joe Perry to accept the FDC recommendation as requested. Motion unanimous with those in attendance.**

D. Charlie franklin informed the board that the truck titling lien had not been received from the County Attorney at this time but he would continue requesting for the lien in hopes of having it by the time the next apparatus came in.

IV. Approval of minutes of August 11th, 2016. Motion made by Joe Perry second by Jim Brooks. Motion unanimous with those in attendance

V. Upcoming meetings & other Issues of Concern (7:15pm)

Fire Commission regular meeting October 13th, 2016 in the County Commissioner's Board Room at 7:00pm; Fireman's Assoc. October 6th, 2016 at the Avery County Ladder Company Building At 7:00pm

Closed Session (none)

VII. Adjourn (7:25pm)

Motion by Johnny Mathes second by Jim Brooks to adjourn the meeting. Motion unanimous with those in attendance.

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

Attest: _____