

**AGENDA**  
**Avery County Fire Commission**  
**Regular Meeting**  
**November 10th, 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 Linville Central crash truck Spec  
                              Bid From the truck Committee  
                          B. Fire Commission approval on Linville Central bid spec  
                              To be advertised  
                          C. Discussion on Innovapad  
                          D. Discussion on hiring a sectary
- 7:50 p.m.            FDC Report  
                          A. Truck leans  
                          B. Annual Contracts
- 7:55 p.m.            IV. Approval of minutes of October 13th, 2016
- 7:57 p.m.            V. Upcoming meetings & other Issues of Concern
- Avery County Fire Commission regular meeting December 8, 2016  
In County Commissioners Board room at 7:00 P.M. Fireman's Assoc.  
Meeting December1, 2016 at Newland Fire Dept. At 7:00pm
- 7:58 p.m.            Closed Session
- 8:00 p.m.            VII. Adjourn

**AVERY COUNTY FIRE COMMISSION  
AGENDA ITEM**

**MEETING DATE: November 10th, 2016**

**AGENDA ITEM : A.**

**DEPARTMENT: Linville Centrals / Truck Committee**

**DETAILED DESCRIPTION AND COMMENTS**

Recommendation from the Truck Committee on Linville Centrals Crash truck bid spec.

**AVERY COUNTY FIRE COMMISSION  
AGENDA ITEM**

**MEETING DATE: November 10th, 2016**

**AGENDA ITEM : B.**

**DEPARTMENT: Fire Commission**

**DETAILED DESCRIPTION AND COMMENTS**

Fire Commission approval to advertise Linville Centrals spec for bids.

**AVERY COUNTY FIRE COMMISSION  
AGENDA ITEM**

**MEETING DATE: November 10th, 2016**

**AGENDA ITEM : C.**

**DEPARTMENT: Fire Commission**

**DETAILED DESCRIPTION AND COMMENTS**

Discussion on the Innovapad and review of the information that was gathered from the reference list.

See Attached

# Innovapad Reference List

- Chief Steve Graham                      Budget \$4 Million, Calls-2000 per year, 500 MVA
1. Boiling Springs Fire District (S.C.)      Approx. 250 Turned in to Innovapad    refund- \$20,000  
864-288-5037                                      Individual tax district Bills all MVAs  
[sgraham@boilingsprings.org](mailto:sgraham@boilingsprings.org)                      covers a Interstate
  2. Chief Gary Brock                              Budget \$1.2 Million, Calls-1700 per year, 306 MVA  
Berea Fire Dept. (S.C.)                      Approx. 155 turned in to Innovapad    refund- 10,000  
864-294-4848                                      Individual tax district did not bill tax payer on MVAs  
[Gbrock500@firehousemail.com](mailto:Gbrock500@firehousemail.com)                      covers a six lane high way  
Note: the Dept. has used the system for 4 years and is for it.
  3. Chief David Jennings                      Budget \$1.2 Million, Calls-1350 per year, 300 MVA  
Flint Hill Fire Dept. (S.C.)                      Approx. 155 turned in to Innovapad    refund- N/A  
803-548-4805                                      Individual tax district did not bill tax payer on MVAs  
[chief@flinthillfire.org](mailto:chief@flinthillfire.org)                              covers INT 77  
Note: Does not use the system any for due to PR and could no longer obtain info. From Law enforcement.
  4. Chief James Redd                              Budget \$1 Million, Calls-1200 per year, 180 MVA  
Tyger River FD. (S.C.)                              Approx. 126 turned in to Innovapad    refund- \$6,000.00  
864-303-4411                                      Individual tax district does not bill tax payer on MVA  
[jredd@tygerriverfd.org](mailto:jredd@tygerriverfd.org)                              covers Hwy.29  
Note: has used system for 15 months and is for it.
  5. Chief Kenneth Taylor                      Budget \$3.6 Million, Calls-3000 per year, 300 MVA  
South Greenville Fire Dept. (S.C.)      Approx. 225 Turned in to Innovapad    refund- \$50,000.00  
864-243-5650                                      Individual tax district Bills does not bill tax payers MVAs  
[ktaylor@sgfdfire.com](mailto:ktaylor@sgfdfire.com)                              covers a Interstate

NOTE: Used system 8 years and are for it. They have a lot of industry, a interstate and a lot of big truck accidents.

6. Chief David Yergeau                      Budget \$820,000.00, Calls-850 per year, 240 MVA  
Whiteville Fire Dept (NC)              Approx. N/A turned in to Innovapad    refund- \$1200.00  
910-642-3112                                      City tax district Bills all MVAs

[dyergeau@ci.whiteville.nc.us](mailto:dyergeau@ci.whiteville.nc.us)

Interstate 74

Note: Dept. has been with the system 9 months and is for the system. Stated it took 4 to 5 months for Innovapad to get to going.

**AVERY COUNTY FIRE COMMISSION  
AGENDA ITEM**

**MEETING DATE: November 10th, 2016**

**AGENDA ITEM : D.**

**DEPARTMENT: Fire Commission**

**DETAILED DESCRIPTION AND COMMENTS**

Discussion on hiring a secretary.

FDC Note: After further research and recommendation from County Commissioners Secretary the Fire Commission would be looking at approximately \$100.00 per set of minuets. FDC will need direction to advertise for someone or not.

**AVERY COUNTY FIRE COMMISSION  
AGENDA ITEM**

**MEETING DATE: November 10th, 2016**

**AGENDA ITEM :FDC A.**

**DEPARTMENT: Fire Commission**

**DETAILED DESCRIPTION AND COMMENTS**

Attached is the last email that FDC received from Tim Greene on the Truck leans. FDC will inform the board as information comes available.



## Fc, Avery

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**From:** Fc, Avery  
**Sent:** Friday, October 28, 2016 4:27 PM  
**To:** Greene, Tim  
**Subject:** RE: Security Agrmt/ Fire Commission

<b>Tracking:</b>	<b>Recipient</b>	<b>Read</b>
	Greene, Tim	Read: 10/31/2016 8:00 AM

Tim

I agree it needs to be between the Fire Commission and the Departments. Also it needs to be where instead of saying just Fire Depts. it needs to say and or Rescue Squad. Thanks Charlie

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**From:** Greene, Tim  
**Sent:** Friday, October 28, 2016 1:47 PM  
**To:** Fc, Avery  
**Subject:** FW: Security Agrmt/ Fire Commission

Charlie,

Take a look at this. Gerald has it between the Fire Commission & County. Shouldn't it be between the Fire Commission and the individual fire departments?

Tim

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**From:** Melanie Whitehead [<mailto:melaniew.mckinlaw@att.net>]  
**Sent:** Tuesday, October 25, 2016 10:44 AM  
**To:** Greene, Tim <[tim.greene@averycountync.gov](mailto:tim.greene@averycountync.gov)>  
**Subject:** Security Agrmt/ Fire Commission

Tim,  
Attached please find Security Agreement between the County and the Fire Commission as requested.

*Melanie Whitehead  
GRM Legal Assistant  
P.O. Box 9  
Newland, NC 28657  
(828) 733-5199*

**AVERY COUNTY FIRE COMMISSION  
AGENDA ITEM**

**MEETING DATE: November 10th, 2016**

**AGENDA ITEM : FDC B.**

**DEPARTMENT: Fire Commission**

**DETAILED DESCRIPTION AND COMMENTS**

Attached is the email that FDC sent to Tim Greene on the auto renewal contracts for the Depts. FDC will inform the board as information comes available.

## Fc, Avery

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**From:** Greene, Tim  
**Sent:** Friday, November 04, 2016 4:31 PM  
**To:** geraldaw1@bellsouth.net  
**Cc:** Fc, Avery  
**Subject:** RE: Fire and rescue Depts. Contracts

Gerald,

I'll have Charlie send you one.

Hope you have a good one too.

Tim

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**From:** [geraldaw1@bellsouth.net](mailto:geraldaw1@bellsouth.net) [mailto:[geraldaw1@bellsouth.net](mailto:geraldaw1@bellsouth.net)]  
**Sent:** Friday, November 04, 2016 4:11 PM  
**To:** Greene, Tim <[tim.greene@averycountync.gov](mailto:tim.greene@averycountync.gov)>  
**Subject:** RE: Fire and rescue Depts. Contracts

Tim,

I don't think I have any of these contracts. If you could send me one to look at (I assume they are pretty much the same) I would appreciate it. If we do this, we would need to build in language that it renews unless either party gives notice it is seeking changes at least a set period (60 days, e.g.) prior to expiration/renewal. Thanks and have a nice weekend.

Gerald

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**From:** Greene, Tim [mailto:[tim.greene@averycountync.gov](mailto:tim.greene@averycountync.gov)]  
**Sent:** Friday, November 04, 2016 3:59 PM  
**To:** [geraldaw1@bellsouth.net](mailto:geraldaw1@bellsouth.net)  
**Subject:** FW: Fire and rescue Depts. Contracts

Gerald,

What do you think of the question below?

Thanks,  
Tim

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**From:** Fc, Avery  
**Sent:** Friday, November 04, 2016 1:47 PM  
**To:** Greene, Tim <[tim.greene@averycountync.gov](mailto:tim.greene@averycountync.gov)>  
**Subject:** Fire and rescue Depts. Contracts

Tim

They have been some questions on if the County/Fire Commission could do a auto renewing contract with the Depts. instead of annual contracts. It has been noted that other places do this. Could you check with the County attorney on this. If they are going to be changes it is my opinion we need to start now so that come June and July we are not rushing at the last min. to get this done. Thanks Charlie Franklin

## AGENDA

### Avery County Fire Commission

#### Regular Meeting

October 13<sup>th</sup>, 2016

#### **I. Convene Meeting/Invocation (7:10 P.M.)**

Charlie Franklin Lead in Prayer

#### **II. Call To Order (7:12 P.M.)**

Chairman Bill Beuttell called the meeting to order. All board members present except Johnny Mathes.

#### **A. Public Comments (7:12 P.M.)**

Jim Brooks stated, at the association meeting they had discussed recognition for Joe Perry and his service on the Fire Commission. After discussion, **motion made by Jim Brooks second by Corey Hughes to add this to the agenda under E.**

**B.** Jim Brooks stated the Federal grant was opened. Jim Brooks asked Bobby Powell if he had spoken with GVFD on doing the grant. Bobby stated he had not but it was his understanding that Green Valley Fire Dept. was going to do a regional grant for communications. Bobby stated this could be used for 800 (viper) radios and funds could be put in communications or equipment on towers.

**C.** Jim Brooks informed the Commission that an upcoming request during the next budget is the Departments wanting the Commission to fund uniforms for all the volunteer members for special events. Jim Brooks stated that this would cost approximately \$7,000.00 to start and \$1000.00 per year to keep it going.

**D.** Jim Brooks would like the Fire Commission/ and or the County to look into the possibility of an ongoing contract with the fire and rescue departments instead of the Annual contracts.

**E.** Jim Brooks stated that the Commission and FDC were behind on 9S inspections and we needed to get back on track. Charlie stated that the only one that was behind was Banner Elk and it was his fault because he got times and location mixed up. Charlie stated that he was trying to schedule with Banner Elk's Chief on a make-up date. Jim Brooks stated that Beech Mtn. had not been done. Charlie stated that in the past Watauga County had always done the 9S and Beech and Seven Devils had always made aware the outcome and were sent the copies to the Commission. Charlie Franklin stated he had not been made aware that the Fire Commission had changed this.

#### **III. Agenda Items (7:24 P.M.)**

**A. Recommendation on bid for Newland Fire Dept.'s new truck.**

Matt McClellan reported that the truck committee had reviewed the bids for the NVFD truck bid and they recommended awarding the bid to CW Williams "Rosenbauer" for bid price in the amount of \$354,806.00 for Newland Fire Department.

**B. Fire Commission award bid for Newland Fire Depts. New Truck.**

**Motion by Corey Hughes second by Jim Brooks to award the bid to CW Williams in the amount of \$354,806.00. Motion unanimous by those in attendance.** Jim asked what happened to the remainder of the funds. Charlie advised that it stays in the Fire Commission Fund balance and that those funds are what the Fire Commission has been using to purchase QRV, brush trucks and service trucks. Charlie Franklin stated in the beginning this equipment was not part of the replacement program, only engine and tankers were the focus.

**C. Linville Centrals New Crash Truck**

**It was the consensus of the board to table this agenda item until the November meeting.**

**D. Linville Fire Dept. request to use funds to purchase equipment.**

Mark Taylor requested to use what funds that was allotted to LVFD for their half of the State Grant funds to purchase equipment since they were turned down on the state grant. . There was a discussion on LVFD issues that has been keeping them from being awarded the state grant. Mark Taylor stated that LVFD has looked into and tried to make changes to correct the problem and have exhausted all avenues. After discussion, **motion made by Jim Brooks second by Matt McClellan to allow Linville to purchase needed equipment up to the amount of \$14,500.00. Motion Unanimous by those in attendance.**

**7:42pm E. Joe Perry recognition**

After discussion it was the **consensus of the board to go in with the Association to purchase a plaque for Joe Perry, to recognize his years of service to the Fire Departments and the Citizens of Avery County.**

**FDC Report ( 7:45 PM)**

Charlie updated the Board on truck liens. Charlie stated he and the County manager was still waiting on the county attorney to draw the lien up. Charlie stated he had discussed with Tim Greene that this was needed to be completed by the time the next truck arrives.

Jim Brooks stated that there were some things from the last meeting that was not resolved such as secretary for the Fire Commission and the Innovapad system. Charlie Franklin stated this was not on the agenda due to he had not received any information to place it on the agenda.

Charlie stated the secretary position was hard to determine hours needed because of the amount of the things on the agenda set the amount of discussion. Charlie stated that Cindy Turbyfill proofread the current minutes and estimated a time of 5 hours per set of minutes would be needed. Charlie stated he could not do anything on this until the Commission decided how long was needed and the amount to be

paid. Jim stated that they should be something to go off of from other county boards. Charlie stated to his knowledge the rest of the boards elected the Secretary and that person does not receive funds. Jim Brooks stated that he felt Charlie was wrong and he thought that the other County boards secretary was paid.

Bill stated he had requested at the September meeting for the Fire Association to send information on the proposed threshold on when to charge and when not to charge due to the amount of supplies used, time on scene, and amount of personnel tied up. So the Commission could take it to the County Commissioners. Charlie stated that is why it was not put on the agenda because he had not received any information as requested. After further discussion, it was **consensus of the board that the FDC would contact the references on the list and set up a time so that Bill Beuttell could come in to call and ask each department on the list questions.**

#### **IV. Approval of minutes of September 8th 2016 (8:00PM)**

**Motion made by Jim Brooks and second by Corey Hughes to approve the minutes of September 8<sup>th</sup>, 2016 Motion unanimous by those in attendance.**

#### **V. upcoming meetings and other issues of concerns. (8:02 PM)**

Bill Beuttell announced Frank Fire Department's New Station grand opening and ribbon cutting would be held on 10/15/16 at 4:00pm with food and fireworks to follow. Avery County Fire Commission regular meeting November 10<sup>th</sup>, 2016 in County Commissioners Board room at 7:00pm. Fireman's Assoc. meeting November 3<sup>rd</sup>, 2016 at Linville Fire Department at 7:00pm. (Note: this is the meeting the assoc. does recognition and awards).

**Closed session (8:05 PM) None.**

#### **VII. Adjourn (8:06 PM)**

**Motion by Matt McClellan second by Jim Brooks to adjourn the meeting. Motion unanimous by those in attendance.**