

**AVERY COUNTY FIRE COMMISSION
MINUTES**

The Avery County Fire Commission met in a Regular meeting on Thursday, September 14, 2017, at 7:00 p.m. in the Commissioners' Boardroom, Newland N.C.

Bob Garland led prayer.

I. CALL TO ORDER (7:00 p.m.)

Chairman Mathes called the meeting to order at 7:00 p.m. All Board members were present except Corey Hughes. Charlie Franklin and Beth Reath also present.

II. ADDITIONS / DELETIONS TO AGENDA (7:01 p.m.) None

III. PUBLIC COMMENTS (7:01 p.m.): None

IV. AGENDA ITEMS (7:02 p.m.)

A. LINVILLE FIRE DEPARTMENT - REQUEST FOR PREVIOUSLY APPROVED FUND FOR EQUIPMENT (\$15,000). Mark Taylor explained that last year they were trying to work toward getting a match for funds they finally got this year. The \$15,000 for 2015/2016 was not spent because they were waiting to get extra money. Since it was appropriated last year, he asked could they get the \$15,000 and apply this toward equipment? Bill noted he wants to discuss this further with other Board members and with Charlie. He is concerned this will "steam roll" into a situation where other departments come back to the Board for more funds. He wants to be fair to everyone. Matt McClellan agreed, but stated if it had been last year's budget and not that of 2 years ago (2015/2016), this would've been simpler. The Board agreed to table the discussion. Mark stated that Linville is a year ahead of everyone else - that they held out a year, but Charlie noted that Linville was even with other departments now. Charlie suggested that this issue be taken to the County Finance Department and County Manager to get a recommendation from them and the Board agreed.

Motion made by Bill Beuttell that discussion of this item be tabled until October 12, 2017 Fire Commission regular meeting, second by Matt McClellan. Motion approved by those in attendance.

Motion made by Bill Beuttell that this item be taken by Charlie Franklin to the County Finance Dept. and County Manager for their recommendation, second by Jim Brooks. Motion approved by those in attendance.

Charlie stated he would set up a meeting with the County Manager.

B. LINVILLE FIRE DEPARTMENT'S REQUEST FOR PAYMENT OF BUILDING REPAIR INVOICES. Charlie stated that "lift" invoices are now taken care of. The items that were not yet approved concerned cinder block used in wall repairs. Mark apologized, as he thought that the bathroom repairs were included in the lump sum. After researching this with Charlie and reviewing his records at Linville, he discovered it had not been a part of the request. Charlie pointed out that the 2 invoices in question were a part of the August 10, 2017 - Agenda item "B". Johnny asked for a total of the invoices. The two invoices totaled \$485.32 (Henson Building Materials \$167.32 and High Country Plumbing \$318.00.

Motion made by Bill Beuttell for the Fire Commission to pay Invoices totaling \$485.32, second by Jim Brooks. Motion approved by those in attendance.

Charlie asked Mark if he preferred payment to Linville or directly to vendors. Mark requested that he pay vendors.

C. LINVILLE FIRE DEPARTMENT'S REQUEST FOR PAYMENT OF TRUCK REPAIRS ON 6301. Johnny noted that the price for repair had increased. Mark stated that more issues had been found during the repairs. Johnny asked Mark if Linville wished to be reimbursed and Mark confirmed that Linville had paid by credit card and needed reimbursement. The extra repairs were discussed. The total exceeded the original \$5,000 cost. The final total cost is \$5,684.78.

Motion made by Jim Brooks to reimburse Linville for truck 6301 repair in the amount of \$5,684.78, second by Bill Beuttell. Motion approved by those in attendance.

D. TRUCK COMMITTEE REPORT ON NEWLAND AND CROSSNORE QRV PURCHASES:

CROSSNORE: Matt McClellan stated that the Truck Committee has approved the spec for Crossnore's QRV "as-is". The total cost exceeds the \$45,000 budget set by the Fire Commission's and the additional cost will be paid by Crossnore.

Crossnore's Total = \$45,234.97 (Fire Commission portion \$45,000.00 / Crossnore portion \$234.97).

NEWLAND: The Truck Committee has approved the spec for Newland's QRV with some additions. The total cost is under the \$45,000 budget set by the Fire Commission. Matt noted that the previous estimates did not include decaling, the chevron on the back and bed lights. This added \$1,050 plus \$95 (total \$1,145). Tax on \$1,145 at 7.25% is approx. \$83.00.

Newland's Total = \$44,515.63 (\$44,432.63 + \$83.00 tax) (Fire Commission portion is 100%).

Motion made by Johnny Mathes to approve purchase of QRVs for Crossnore and Newland, second by Bill Beuttell. Fire Commission costs not to exceed \$45,000 for either vehicle. Motion approved by those in attendance.

Johnny instructed Charlie to proceed with purchases.

E. FIREMAN'S ASSOCIATION REQUEST TO MOVE FUNDS FROM FUND BALANCE TO TRAINING LINE ITEM TO PAY FOR INSTRUCTOR - HONOR GUARD TRAINING: Bobby Powell explained that the Honor Guard class will be held at Newland. Mayland has a minimum of 10 people for a class and we've got 7 signed up. The fee for the instructor will be \$480.00. Johnny confirmed that this is a fund balance transfer and Bobby confirmed.

Motion made by Matt McClellan to approve Fireman Association fund balance transfer of \$480.00 to cover cost of Honor Guard instructor, second by Jim Brooks. Motion approved by those in attendance.

FDC REPORT

1. **MEDICAL SUPPLIES UPDATE:** Charlie stated that all requested medical supplies/equipment was ordered and is now distributed to each fire department, except for the Narcan. He received it today and he expects to get it distributed tomorrow or the first of next week. Johnny questioned if the Narcan could be put into individual fire department budgets? [He noted that gloves would continue to be purchased by Fire Commission]. Charlie explained that items such as this shouldn't be a re-occurring cost because EMS carries the Epi, the ampules, the syringes, the steel needles and the Narcan. These items should be obtained from EMS to replace any fire department's medical supply. *(After the Fire Commission provides these supplies to the Fire Departments once per year, it is then the individual fire department's responsibility to keep up with the expiration dates on these items, so they can trade-out old supplies for new with EMS).* Charlie noted that the trade with EMS needs to happen 3 months prior to expiration date
2. **PURCHASE OF TURN OUT GEAR AND PAGERS FOR EMPLOYEES:** Charlie reviewed the cost of equipment required for employees.

Equipment purchased is "Darley Armor Ap. Gear Package" at \$2,438.65 per set (includes helmet, coat, pants, gloves, boots and gear bag). Each set is \$2,438.65 = Total Estimated Cost = \$13,986.65. Charlie noted that the trade with EMS needs to happen 3 months prior to expiration date. He noted that instead of paying \$6,000 per year for equipment, the Fire Commission would have to pay \$12,000. (Some departments don't want to put these supplies in their State grant, so the Fire Commission pays the full \$12,000 amount). He explained that what most departments don't understand, is that all the money comes out of one pocket. It's divided many ways. Jim noted that when Charlie distributes, to make sure he tells the individual fire departments they must comply.

NOTE: Johnny stated the importance of abiding by an Agenda. He is adamant that subjects of concern must be put forth in a request to be placed on the Agenda (and with adequate detailed information given with the request, so that the Fire Commission has time to research the concern). The Board does not want to be "blindsided" again. If subjects are not on the Agenda, they will not be discussed.

Motion made by Jim Brooks to approve the purchase of turn out gear and pagers for employees at an estimated total cost of \$13,986.65, second by Matt McClellan. Motion approved by those in attendance.

V. APPROVAL OF MINUTES FOR AUGUST 10, 2017 AND AUGUST 24, 2017

VI. UPCOMING MEETINGS AND OTHER ISSUES OF CONCERN (7:27 p.m.)

-Next Firemen's Association meeting will be October 5, 2017 - Avery County Ladder Building at 7:00 p.m. (Chiefs meet 6:30)

-Next Fire Commission Regular meeting will be October 12, 2017 at 7:00 p.m. in Newland.

As a final note, Jim Brooks reminded all that the Board had told the Fireman's Association they would provide a decision regarding the script for polo shirts (Fireman's Association felt it very important to show individual fire department names on shirts worn out of station). The Board approves and noted that departments could have this embroidery added to their shirts (on the opposite sleeve). T-shirts will remain as-is, reflecting the more generic Avery County Fire Department and EMS wording.

**VII. CLOSED SESSION - Personnel Issue - Statute G.S. 143-318.11 (a) (6).
(7:30 p.m. to 7:56 p.m.)**

Motion made by Jim Brooks that Board go into Closed Session with Statute G.S. 143-318.11 (a) (6), second by Bill Beuttell. Motion approved by those in attendance.

See closed session minutes dated September 14, 2017.

RETURN TO OPEN SESSION (7:56 p.m.)

Upon returning to Open Session, Chairman Mathes announced that Regular session was adjourned. No decisions made.

VIII. Adjourn (8:00 p.m.)

Motion made by Bill Beuttell, second by Matt McClellan to adjourn the meeting. Motion unanimous by those in attendance.

**Johnny Mathes, Chairman
Avery County Fire Commission**

Attest: _____