

AGENDA
Avery County Fire Commission
Meeting
November 8, 2018

7:00 p.m. I. Convene Meeting/Invocation

7:05 p.m. II. Call to Order
A. Additions/deletions to agenda
B. Public comments

7:10 p.m. III. Agenda Items

- A. Jim Brooks Report from Association meeting
- B. Jim Brooks/Rob Hancock on Federal Grants
- C. Association Request for Fire Commission to send the lease of the Ladder Building to the County Attorney.
- D. Association (Paul Buchanan and / or Scott Stansberry request funds to start Explorer program at the Avery County High School.
- E. Discussion and or action on Ladder 9900 repairs
- F. Banner Elk Request to use the \$1200 from the sale of the old 1201 that the Fire Commission is currently holding along with the request to use an Additional \$2,300 of our fund balance to purchase rescue equipment. is held in Fire Commission Fund Balance
- G. Newland Roof.

7:58 p.m. IV. Approval of minutes from October 25, 2018 Meetings

8:00 p.m. V. Upcoming Meetings & Other Issues of Concern
Next Fire Commission will be December 13th, 2018 at 7:00pm. In Commissioners board room. Avery County Firemen's Association meeting December 6th, 2018 at Newland Fire Dept. at 7:00pm.

8:15 p.m. VI. Closed Session

8:30 p.m. VII. Adjourn

**AVERY COUNTY FIRE COMMISSION
MINUTES**

The Avery County Fire Commission met in a Regular meeting on September 13, 2018, at 7:00 p.m. in the Commissioners' Boardroom, Newland N.C. Prior to beginning of the meeting, Charlie Franklin provided the Board with printed copies of "Funds Carried Over in Fund Balances from Budget Year-to-Budget Year by Department" for the fiscal years ending June 2016, June 2017 and June 2018.

I. **CONVENE MEETING** - Bob Garland led prayer.

II. **CALL TO ORDER (7:00 p.m.)**

Chairman Beuttell called the meeting to order at 7:00 p.m. All Board members were present. Chairman Beuttell welcomed new Board member Rob Hancock who is replacing Johnny Mathes. Charlie Franklin and Beth Reath were also present.

A. **ADDITIONS / DELETIONS:** None.

B. **PUBLIC COMMENTS:** Corey Hughes announced that tonight's meeting would be his last. Corey is resigning due to personal issues which will take up his time. Chairman Beuttell thanked Corey for his service to the Fire Commission. Beuttell asked about the timeline for his replacement and asked Charlie Franklin to check on the process for assigning a new Board member to the Fire Commission. Charlie will confirm process and provide applications to interested parties.

III. **AGENDA ITEMS (7:03 p.m.)**

A. **FIREMAN'S ASSOCIATION MEETING REPORT:** Jim Brooks noted that the new Association president, Scott Stansberry, is here tonight. Scott is making a big effort to move the Association forward. A major topic at the meeting was applying for a Federal Grant. Bobby Powell has found another company out of Raleigh to assist in the process. The application submittal time is October and it will be for a Federal grant to benefit the County. A committee has been formed for this.

B. **LADDER TRUCK UPDATE BY JIM BROOKS (& BOB GARLAND):** Jim noted there is a list of features which have become available since the truck was purchased. These are features that would be on a new truck. The list of items that the insurance company will pay for and the amount they have agreed upon is \$100,469.26. The check is being mailed to the treasurer. Many people reviewed the list of items that insurance should pay for. Additional upgrades desired are \$26,633.82 and this does not include labor. The cost of installing an expansion tank is also being priced. The upgrades would be paid for out of reserve funds and money requested from Fire Commission. Beuttell noted this is tabled until prices are confirmed. Jim said the repairs should be completed by winter.

C. **CROSSNORE'S REQUEST FOR FUNDS FROM 2017-2018 GRANT DOLLARS:** Dean Gibbs noted that Crossnore didn't apply for the (State) Grant this year, as they didn't get the e-mail notification. Tonight, he is requesting funds from the 2017-2018 grant to purchase equipment (see Agenda packet). These are funds held by the Fire Commission for 2017-2018 and Beuttell questioned Charlie on the guidelines established by the Board for distributing funds. Charlie noted that the guidelines (based on giving incentive to apply

G. FALL CREEK'S REQUEST FOR REIMBURSAL - CONVERSION OF BRUSH TRUCK TO SERVICE TRUCK: Charlie had not received any information from Jeremy and no representatives from Fall Creek were present, therefore this item was tabled until a later date. Beuttell noted that appropriate time for requests for truck conversion costs should be at budget time.

H. LINVILLE FIRE DEPARTMENT'S REQUEST FOR FUNDS TO REFINISH BAY FLOORS: Mark Taylor, Linville Chief, put forth his request for Linville to pay \$15,109 out of their fund balance to have bay floors refinished in their main building. Charlie noted that the Board had been advised that no department should let its fund balance drop below \$10,000. Linville only has a balance of \$18,646. The \$10,000 limit was suggested at the meeting attended by the County Manager, County Commissioner, Senator and Rep. Senator Faye Lacey had made the suggestion in order that positive cash flow be maintained in each department. Chairman Beuttell suggested an appropriation be made to help Linville pay for the floor. He also suggested that Frank Fire Department be provided funds to bring them up to the \$10,000 threshold. He noted that retaining \$10,000 in fund balance hadn't been voted on formally, but it could be added to next meeting Agenda. Mark noted that cost of the floor refinishing becomes more expensive each year. The resorts are only making money available for retaining employees. Beuttell asked for a motion.

Motion made by Jim Brooks, second by Rob Hancock to approve \$8,646.06 for Linville VFD toward the cost of refinishing main building bay floor. Chairman Beuttell asked for further discussion or comment. Motion approved by those in attendance.

---- 10-minute break ----

Prior to proceeding, Chairman Beuttell directed Beth to look back at previous meeting minutes for the motion made to compensate Crossnore employee during training.

I. NEWLAND ROOF - ENGINEER'S EVALUATION & RECOMMENDATION FOR ROOF MATERIAL: Brian Bodford, Newland Chief, referred to the letter dated 8/14/18 from Richard Holt, E.I. and sealed by Professional Engineer Brian Mullin of Arete Engineers. A copy of the letter had been provided to the Board. Jim asked if Newland had suggested how to repair the roof and Brian said they had not. Brian explained that several roofers had given their recommendation. Chairman Beuttell asked Brian if the engineer's specification was enough to receive bids for the work. After some discussion it was determined that the spec the engineer had reviewed was one from one of the three contractors who quoted the work. Quotes had been provided during budgeting in June. Chairman Beuttell noted the necessity to re-bid the work since so much time had elapsed. He reiterated that the spec plus the engineer's letter can be used to publicly bid the work. [Mark Taylor gave an example of an instance where a wall installation had failed. It had been certified as properly built by an engineer. The engineer had to pay for new wall since he'd certified it]. Jim Brooks proposed that the engineer confirm that the proposed spec is the best method to install the roof and to inspect and certify the installation was done according to the specifications. It was noted by Brian that this will be an additional cost. Charlie will place advertisement for re-bid once final spec is known (since bid will be based on it).

Motion made by Jim Brooks, second by Matt McClellan to approve the engineer providing the following services: (1.) to confirm the proposed installation for Newland's new roof (as outlined in letter dated 8/14/18) is the best method for roof replacement and (2.) to inspect and certify that the installation of the roof was made to the specifications. The work will be re-bid based on the recommended spec. Chairman Beuttell asked for further discussion or comment. Motion approved by those in attendance.

J. NEWLAND'S REQUEST TO SELL OLD TANKER AND USE FUNDS TOWARD GENERAL TRUCK MAINTENANCE: Brian stated that Newland has sold the old tanker for \$4,000 and they wish to put the money from the sale into their truck maintenance account / tax fund. This fund will be used for improvements to a truck they got from Crossnore (tires, the building of a drop tank, etc.).

Motion made by Corey Hughes, second by Matt McClellan to allow Newland to put the funds from sale of tanker into truck maintenance account for use in improvements to a truck they received from Crossnore. Chairman Beuttell asked for further discussion or comment. Motion approved by those in attendance.

K. JEFFREY THOMPSON REQUEST TO TAKE DRONE TRAINING: Jeffrey Thompson has requested to take drone training on October 22, 2018. Chairman Beuttell noted that per previous discussions by the Board, monetary assistance will be provided for drone training.

Motion made by Corey Hughes, second by Matt McClellan to pay for Jeffrey Thompson's drone training on October 22, 2018. Chairman Beuttell asked for further discussion or comment. Motion approved by those in attendance.

FDC REPORT (7:38 p.m.):

Charlie reported that Seven Devils had obtained a \$55,000 Federal Grant for a new filtration / ventilation system. It is a 95/5 matching grant.

Charlie has received information from a grant writer. He requests to table this item, so that he can first discuss it with the Fireman's Association. Board agreed to table this item.

IV. APPROVAL OF MINUTES FOR AUGUST 9, 2018 (7:39 p.m.):

Motion made by Jim Brooks, second by Matt McClellan to approve the August 9, 2018 minutes. Motion approved by those in attendance.

V. UPCOMING MEETINGS AND OTHER ISSUES OF CONCERN (7:40 p.m.):

-Joint Meeting: Fireman's Association, Fire Commission & County Commissioners September 17, 2018 at 5:00 p.m. in Avery County Commissioner's Board Room.

-Next Firemen's Association meeting will be October 4, 2018 at 7:00 p.m. at Avery County Ladder (Gwaltney Station) (Chief's meet at 6:30).

-Next Fire Commission Regular meeting will be October 11, 2018 at 7:00 p.m. in Avery County Commissioner's Board Room, Newland.

VI. CLOSED SESSION - Personnel G.S. 143-318.11 (a) (6) (7:42 p.m.):

Motion made by Jim Brooks, second by Matt McClellan to go into Closed Session. Motion approved by those in attendance.

---- return to open session ----

VII. ADDITIONAL COMMENTS / DISCUSSIONS: None.

VIII. ADJOURN (8:15 p.m.):

Motion made by Jim Brooks, second by Matt McClellan to adjourn the meeting. Motion approved by those in attendance.



Bill Beuttell, Chairman
Avery County Fire Commission

Attest:  _____