

Avery County Fire Commission

Regular Business Meeting Minutes

Thursday, February 10, 2022

In attendance: Chairman Scott Heath, Commissioners Matt McCollum, Chris Cook, and Mark Taylor, Secretary Kyle Kitchin, Fire Department Coordinator Brian Ledford and Assistant Fire Coordinator Teddy Thomas.

Scott called the meeting to order and gave the invocation.

No additions or deletions.

No public comment.

The truck designated as Reserve 2 was set aside and was to be donated to Dry Run Fire Department in Tennessee. The fire association will need to make a determination as to how the county will dispose of it. Scott asked Brian to get with the Avery County Fire Association to make a plan on how to deal with it and get it taken care of.

The commission will have their first budget meeting after their regular scheduled meeting on March 10. The commission members will also plan to have several meetings in March and April for the budget process and will be prepared to schedule those.

The commission needs to pass a budget amendment for \$900,000 after the recent completion of the county's audit. This amendment shall move \$900,000 from the fund balance (UCBI Truck Account) into Capital Equipment line item #91 for the 2021-2022 budget year. These funds had been previously set aside for two trucks including Newland and Frank's trucks.

Matt made the motion and Mark gave the second. The commissioners passed the budget amendment unanimously.

Brian gave his Coordinator report:

There is still a vacancy at Fall Creek. The station is being covered by two part-time employees. The station is only not covered two days every other week. Brian is currently ensuring that the station is covered as much as possible.

Brian and Teddy will do their 9S inspections of all fire departments in the county. The state does their inspection every 5 years but the commission's contract with the departments requires that they're inspected annually. Banner Elk and Linville have passed their inspections and Crossnore will be in February.

Brian will also look into the wording of the contracts with the fire departments and make sure that the audits have been changed to two per year rather than each department having to deal with it annually.

A few departments have not turned in their budgets so that Brian and Teddy can prepare things for the commission's first budget meeting on March 10.

The 911 Committee has requested that dispatch give a monthly breakdown of all calls that are not being responded to. The breakdown for January 2022 was as follows:

Department	Dispatched	Non-Response
Banner Elk	60	16
Crossnore	69	21
Elk Park	58	31
Green Valley	17	1
Fall Creek	19	4
Frank	24	8
Linville	54	0
Newland	69	18
Ladder	9	4
LCRS	269	231

Brian asked the commission to consider having the truck committee begin looking at all of the apparatus in the county and creating a replacement schedule for all of the equipment in the county. This will help the commission work out how much money they will need to request from the county commissioners in the years come.

Brian also talked about the new truck for Linville. The department is currently working on the specs for the new truck.

Matt made a motion to approve the November 2021 minutes and Chris gave the second. The minutes were approved unanimously.

Scott went over the upcoming meetings.

Matt made a motion to go into closed session for a personnel matter and Chris gave the second. The commission went into closed session at 7:40 p.m.

Commission came out of closed session at 8:05 p.m.

Matt made a motion to adjourn and Chris gave the second. The meeting was adjourned.