



MINUTES
Holly Springs Fire-Rescue District
Commission Board of Fire Control
Tuesday, April 6th, 2010
7:00pm

A public meeting of the Holly Springs Fire-Rescue District Commission Board of Fire Control was held on Tuesday, April 6th, 2010 at 7:00 pm. in the Conference Room of the Holly Springs Fire Department administrative building. Chairperson Ryan Phillips presided. The following members were present or absent as indicated:

List Present or Absent

Commissioners

Chairman Ryan Phillips - Present
Vice-Chairman K. Roscoe Kyle Jr. – Present
Commissioner Hugh Jackson. – Present
Commissioner Clarence V. Gibbs – Present
Commissioner Kelly Waters - Present

Administration

Chief A. Lee Jeffcoat Jr. – Present
Asst. Chief W. Brent Blackwell – Present
Secretary Bonnie Fulton - Present

In compliance with the Freedom of Information Act, notices of this meeting were posted on district website, posted on public information board, & mailed to the local media or other interested parties that formally requested such copies.

Invocation was rendered and the beginning prayer was led by Commissioner Hugh Jackson.

Agenda items were addressed out of order as indicated.

1. APPROVAL OF March 2nd 2010 MEETING MINUTES

Commissioner Ryan Phillips moved to approve the March 2nd, 2010 meeting minutes as printed and/or mailed. The motion was seconded and carried.

2. UNFINISHED BUSINESS

The following unfinished business was addressed and actions listed:

- **2009 AFG Grant for Turnout Gear/Extractor & Dryers** – Washers and dryers bought, delivered, and installed. Gear ordered for those needed along with 3 extra sets. Gloves and hoods on order. Should not need any more for 3-4 years.

- **Spartanburg County Narrow Band Radio/Switch/Regional Grant** – 800 Mhz not feasible due to expense. County is looking into updating existing system (cost of approx \$1.2 million). Everything would remain on the same timetable that has been explained. We have recently acquired a copy of the narrative used by a Pennsylvania department that resulted in a successful grant. This will assist us in writing the countywide grant.

3. **FIRE DEPARTMENT REPORTS**

Chief Lee Jeffcoat provided the following fire department operations report:

- **Financial Report**

- Beginning Monthly Fund Balances for beginning of 2010 & provided board members with a QuickBooks report:

- **Beginning Balance \$151,268.11**
 Monthly Income \$21,416.16
 Monthly Payout \$50,380.16
- **Ending Balance \$121,574.29**

Detailed Expense & Income data in separated document.

- Chief inquired for any questions regarding the financial report.

- **Quarterly Incident Report**

- Copies distributed to all Commissioners – 104 call in first 89 days of the year. Three calls could not be responded to due to lack of resources during a period of multiple calls. We are working with other departments to come up with a workable solution for calls that require multiple departments. Also we are currently assisting with training new personnel at Gowensville Fire Dept.

- **Operations**

- Trash Pickup – Per Commissioner Roscoe Kyle trash removal will remain as is unless we see a need for change.
- Painting Project – Gathering paint supplies and determining color.

- **Policy & Protocol Change**

- Payroll – BB&T sold payroll to ADP who is now taking care of all payroll for the department.

- **Upcoming Fire Department** – Ladies Auxiliary Fundraiser April 24th

- **Other r Misc. Information**

- **Charitable Audit** – Audit of all contributions made to the department is due next month.
- **Appointment of Liaison** – Chief Jeffcoat has been appointed by the Chief's Association to be the liaison between the Association and the state legislatures.
- **Firefighter Physicals** – finished last month. Used 10 firefighter physicals from department where our volunteers work full time, saving us roughly \$2500.00.
- **TARS Extrication Class** – presentation postponed.

4. NEW BUSINESS

- **2011 -1st Draft Budget Proposal** – Presentation with handouts given to Commissioners. Budget broken down with explanations. Commissioners asked to review numbers and come back in a week for a workshop as needed before determining whether to file Budget.
- **Bay Exhaust Presentation** – Presentation with handout given to Commissioners. Commissioner Roscoe Kyle made a motion that Chief Jeffcoat submit a grant to offset cost. Commissioner Clarence Gibbs seconded and remaining Commissioners agreed.

5. CITIZENS AGENDA – None this evening

6. ADJOURNMENT & CLOSING

- Chairperson Phillips ask if anyone attending meeting had any questions regarding what was discussed. There were no questions asked.