

The Board of: Riceville Volunteer Fire Department
Met at: 6:30PM
On: Monday, May 20, 2024
For: Regular Board Meeting
Moderator: Dan Little (Chairperson)
Members Present: Lee Barrett, Kent Creasman, Kathy Higdon, Merel Johnson, Butch Laughter, Lisa McCallister, Carla McLendon and Steve Wickham

Not Present:

Guest(s):

1. **Call the Meeting to Order:** Dan Little called the meeting to order at 6:32PM.
2. **Pledge of Allegiance and Prayer:** Butch Laughter opened the meeting in prayer, and Dan Little then asked everyone to stand if able and join him in the Pledge of Allegiance to the Flag.
3. **Approval of Minutes:** Draft minutes for the April 15 Regular meeting were emailed to the Board on May 14. Lisa McCallister made a motion to accept the Regular meeting minutes as written. Kent Creasman seconded the motion, which carried unanimously.
4. **Treasurer's Report:** Financial reports for the month ending April 2024 were emailed to the Board on May 16. Katie Payne relayed we remain on track with the budget and are at 83% ten months into the fiscal year. She noted Insurance (Line Item 5404) is over budget by 17%, as expected and discussed last month. She asked the Board to consider a budget amendment, moving funds from Employees/Volun Workers Comp (Line Item 51031) to 5404 to cover the shortfall. Lee Barrett made a motion to move \$10,000 from Line Item 51031 to Line 5404. Merel Johnson seconded the motion, which carried unanimously.

EMS Income is down 50% from the previous month. Katie will research and bring information back to the Board next month. Kent Creasman made a motion to approve the April financials as presented. Steve Wickham seconded the motion, which carried unanimously.

5. **Fire Chief's Report:** The monthly Chief's and Training reports were emailed to the Board on May 16.

A. Training Report - Division Chief McEntire gave an overview of the Training Report, to include total training hours through April (1018.75); completion of EMS CE classes for the second quarter this past Saturday, with 19 students attending; ongoing multi-agency training with Swannanoa; AFD conducted Company Ops & HazMat training at RVFD, with plans to schedule another; almost finished with annual hose and hydrant testing; three Members completed Technical Rescuer class; and USAR training for May postponed due to team deployment to Texas for flooding.

B. Chief's Report - Chief Kelly provided an overview of his report, noting Total Calls of 125 for April and 511 year-to-date. Total Call Man Hours were 58:05:47 for the month of April. IV Attempts/Success % was down at 45/87%. Over-Lapping Incidents

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were up from 36/33% in March to 40/32%. At 9:51 and 9:14 minutes, the Average Response Times (ART) for Fire and EMS remain below the National benchmark. One full-time member has requested to move to part-time, and this request will be approved. Letters of Intent for that full-time position, a full-time Paramedic position and a Captain position have been sent to qualified part-time members advising them of these opportunities.

6. Old Business:

A. Department Vehicle Branding – Branding of the Chief's vehicle and TAC-11 is complete.

B. Ceiling Repairs Status – A drywall installer came by last month, and Chief Kelly is awaiting a quote from that individual.

C. Proposed Changes to Administrative Policies – The proposed changes are still with Keith Bost, Management Solutions for Emergency Services (MSFES), for his review.

D. Ambulance Purchase Update – Chief Kelly spoke with Dennis Tingen, Director of Sales, in person in Raleigh last Wednesday. Mr. Tingen advised Riceville's project is moving along with no delays. He also advised the ambulance would be transported rather than driven to RVFD. Projected delivery date remains August 2024, and Chief Kelly was advised to plan on traveling to Iowa sometime between July 8 and 12 for the final review. Chief Kelly advised a decision will need to be made soon on Plan B, which is purchasing an ambulance from Atlantic, with an October 2024 delivery date.

E. New Ambulance Payment Options – Katie Payne shared loan information from Civic Federal Credit Union, in which they can currently offer a 6% fixed rate for a one to five year apparatus loan. The rate would go to 6.1% for a six to seven year loan. For a five-year loan at 6% interest, borrowing the full amount (\$340,000) would result in an annual payment of \$80,724; borrowing \$250,000 would result in an annual payment of \$59,000; and borrowing \$170,000 would result in a \$40,000 annual payment. A fully executed contract and a VIN are needed before the loan application can be made, and the Department has both. Banks also require a motion and approval from the Board before proceeding with a loan application.

Other options include using a portion of the Vehicle Fund and paying in full up front. Dan Little asked Katie to run the numbers for the various options and send to Board members in preparation for discussion at next month's Regular Meeting.

7. New Business:

Miscellaneous information from Chief Kelly:

- Reminded folks to RSVP to him regarding the Memorial Day Family Picnic (May 27 from 6:00PM to 8:00PM).
- Big items will be purchased over the next four to six weeks.

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- Legislative Day went well, with over 20 members of Buncombe County in attendance.
- Working on a couple grants (i.e., Motorola).
- Ahead of some Departments in regard to the upcoming proposed changes to OSHA standards (i.e., completed Risk Assessment).
- Asheville Roofing and French Broad Gutter had excess materials; donated them; and installed a new roof and repaired gutter issues on the picnic shelter.

8. Announcements: Dan Little announced the next Regular Meeting of the Board will be held on Monday, June 17, 2024 at 6:30PM.

9. Public Comment: There was no public comment.

10. Move to Executive Session: Kent Creasman made a motion to move to Executive Session for personnel matters at 7:27PM. Merel Johnson seconded the motion, which carried unanimously. The Board returned from Executive Session at 8:20PM.

11. Adjournment: Lisa McCallister made a motion to adjourn the meeting at 8:20PM. Merel Johnson seconded the motion, which carried unanimously.

Note: Chairman Dan Little only votes in the event of a tie.