

The Board of: Riceville Volunteer Fire Department
Met at: 6:30PM
On: Wednesday, September 9, 2020
For: Regular Board Meeting
Moderator: Judy Dillingham (Chairperson)
Members Present: Mark Curran, Mark Dillingham, Dereck Lindsey, Lisa McCallister, Carla McLendon and Dean Reed
Members Excused: Dan Friday
Guests:

1. Call the Meeting to Order: Judy Dillingham called the meeting to order at 6:40PM, and relayed the Board needed to go into Executive Session. In the absence of the Secretary, she asked Carla McLendon to take the minutes. The regular Board meeting was reconvened at 6:51PM.

2. Approval of Minutes: Approval of the August 17, 2020 minutes was deferred until the next meeting.

3. Treasurer's Report: As the September meeting is being held earlier in the month than normal, the Financial Reports were not available for review. Katie Payne will forward the reports to Board Members as soon as they are complete.

4. Fire Chief's Report: Judy Dillingham asked Chief Coffey to provide the Chief's report. (Please see attached Chief's Report, Incident Statistics Report, and Breakdown by Major Incidents Report, all dated September 9, 2020). Discussion and/or questions from the Board based on the Chief's report follow:

A. Do you do a lot of training in the building we own next door (Lisa McCallister)? That was law enforcement the other day (Chief Coffey). I saw Asheville City Fire Department (ACFD) vehicles last week (Lisa McCallister). Captain Wickham is a volunteer here and a Safety Training Officer with ACFD. He coordinates use of the building for training of their staff with Jason McIntire (Chief Coffey).

B. The Chief reported, "We are in the beginning process of preparing to hire part-time employees."

What do you mean you are "in the beginning process of preparing to hire part-time employees?" Are any of the volunteers interested? What is the process? Have we advertised? (Mark Curran)? I and the other Chief Officers are going to come up with how to proceed. No volunteers are interested. We set a deadline for accepting applications and then review the applications to determine qualified candidates. We had previously accepted three applications, but we always accept applications, whether we are hiring or not. We send notification to the Fire Association, who then sends an email to all Fire Departments (Chief Coffey).

C. The Chief reported that the first County COVID 19 reimbursement should be received either the second or third week of September.

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This has been a lengthy process to receive the first check (Mark Dillingham). Katie, have you assisted other Departments with this process (Lisa McCallister)? No, but we did have to resubmit some paperwork, which might have contributed to the delay. If we stay on top of things, we may see more timely payments, but we can't control the County's response time. They have 30 days in which to pay, but the first time out asked for all expenses for March through June (Katie Payne). We won't receive a payment for July because we did not pay for any purchases. We placed orders, but you don't report until you have actually paid for the order (Chief Coffey). We did pay for purchases in August, so we will work on submitting the paperwork by September 15 (Katie Payne).

5. Training Officer's Report: Judy Dillingham asked Jason McIntire to provide the Training Officer's report. The Riceville VFD has had 4,165.25 total training hours from January 1, 2020 through September 8, 2020. In conjunction with AB Tech, there are multiple opportunities for personnel to obtain CE requirements. (Please see attached Monthly Training Division Report dated September 2020.)

Jason McIntire relayed he needs a "head shot" from each Board member in support of obtaining an ID card. He provided a handout to each Board member, asking they confirm their personal information, make corrections if needed and return to him. The head shots should be emailed to Judy Dillingham, who will forward them to Jason McIntire.

6. Old Business:

A. Employee Policies Handbook: The Subcommittee has met with A and C Shifts to obtain their feedback on the recently approved Handbook. Meetings will be scheduled with the Administrative Staff and B Shift in the near future.

B. Vehicle Maintenance/Replacement Needs Update:

(1) Ambulance 1110 Fuel Pump Failure - Deputy Chief Willix reported ambulance 1110 had a catastrophic failure of the high-pressure fuel pump during a call about three weeks ago. The ambulance was repaired and returned to the Department last week. The cost of repair was about \$16,000. At the time of the incident, there was about 5,000 miles left of the 100,000 mile warranty. Deputy Chief Willix decided to file under insurance because he had been advised Ford would deny the claim if there was any chance of contamination. So far, insurance has covered the cost of the fuel pump, which is about \$500. Deputy Chief Willix is hopeful they will cover the remainder of the \$16,000.

(2) Replacement Schedule – Deputy Chief Willix is looking into the possibility of remounting Ambulance 1120. Rebuild of the old box for a two-wheel drive is about \$90,000; \$100,000 for diesel. Rebuild for a four-wheel drive diesel would cost about \$118,000. There is a 12-page standard build sheet used for all rebuild work. All items on the build sheet are addressed, regardless of whether or not an issue existed with them prior to rebuild.

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Ambulance 1110 will be paid for next year, and we can look at remounting/replacing the chassis.

The TAC truck is a Chevy Tahoe 1500, purchased in 2007. It has about 173,000 miles and is having some mechanical issues. This truck is used to chase ambulance for medical calls; run errands (for supplies); and for transportation to training facilities.

The pick-up truck is a 2007; has about 150,000 miles; and is having minor mechanical issues only.

Discussion and/or questions from the Board based on the Deputy Chief's report follow:

What type of warranty comes with a remount (Lisa McCallister)? A three to four year warranty, with the manufacturer providing a five-year/5,000 mile warranty on the chassis (Deputy Chief Willix).

Have you asked about trading in a vehicle and purchasing new to see how the numbers compare with a remount? Who are you working with on these issues? What is the procedure for purchasing a new vehicle or getting remount work done? Does it go out for bid (Mark Curran)? I will need to talk with someone about that some more. We use Precision Rescue off of Airport Road. Yes; it goes out for bid for both options (Deputy Chief Willix). Anything over \$30,000 has to go out for bid (Mark Dillingham).

Discussion took place regarding the need for two- or four-wheel drive vehicles, as well as whether gas or diesel are needed.

C. Community Center Acoustics: Judy Dillingham asked Jason McIntire for an update on the panels for sound control. He responded that he has not had a chance to look into this issue. Mark Curran, Judy Dillingham, Lisa McCallister and Dean Reed all shared feedback on their experience with or research of the issue.

7. New Business:

Kuykendall Property: The Board had been made aware that Mark Kuykendall had contacted Chief Coffey to see if the Fire Department was interested in buying his property at 2231 Riceville Road. The Fire Department owns land around this property, so there was discussion as to whether there is a benefit to/an interest in purchasing the Kuykendall property. Of note is that a septic system does not currently exist on the property, nor can one be put in place. A motion was made that a letter be mailed to Mr. Kuykendall, relaying there is an interest, pending the results of an appraisal he obtains (Mark Curran). The motion was seconded (Dean Reed) and approved. Mark Dillingham abstained from the vote.

8. Public Comment

Due to COVID 19 guidance, the meetings are currently not open to the public. Consequently, the meeting was not opened for public comment.

9. Adjournment:

The meeting adjourned at 7:51PM, and the Board moved into Executive Session. The Board returned from Executive Session at 9:08PM and moved back into the regular meeting.

10. New Business Resumed:

A. Annual Meeting: In accordance with the Bylaws, the Annual Meeting is scheduled for Monday, October 12, at 7:00PM. Discussion included opening the meeting to the public; holding the meeting outside (possibly in the open bays of the newer building); and how best to enlist help with/handle registration (Auxiliary), traffic flow (RVFD Employees) and counting votes.

B. Halloween: Discussion took place about holding a Halloween event outdoors at the Fire Department. Judy Dillingham suggested a competition among the employees/shifts, with the Board members participating as well. Pre-bagged candy would be safely provided to the children, and members of the community could vote on which team had the best decorations/display.

11. Second Adjournment: Lisa McCallister introduced a motion at 9:46PM to adjourn the meeting, which was seconded (Dean Reed) and voice approved unanimously.

JUDY DILLINGHAM, Chairperson

MARK DILLINGHAM, Vice Chairperson

DAN FRIDAY, Secretary

MARK CURRAN

DERECK LINDSEY

LISA MCCALLISTER

CARLA F. MCLENDON

DEAN REED