



## MINUTES

**Holly Springs Fire-Rescue District  
Commission Board of Fire Control  
Monday, June 20<sup>th</sup>, 2016  
7:00pm**

A public meeting of the Holly Springs Fire-Rescue District Commission Board of Fire Control was held on Monday June 20th, 2016, at 7:00 pm. in the Clara W. Edwards Community Center of the Holly Springs Fire Department administrative building. Chairperson Lee Jeffcoat presided. The following members were present or absent as indicated:

*List Present or Absent*

*Commissioners*

Chairman Lee Jeffcoat – Present  
Vice-Chairman Robby Golightly – Present  
Commissioner Jerry Jackson – Present  
Commissioner Roger Hall – Present  
Commissioner Scott Yarborough - Present

*Administration*

Chief Brent Blackwell – Present  
Assistant Chief Ryan Jones - 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 Mr. Hugh Jackson.

Agenda items were addressed out of order as indicated

- 1. MEETING CALLED TO ORDER @ 7:02 p.m.**
- 2. APPROVAL TO ADOPT CURRENT AGENDA** Commissioner Jackson made a motion to add Auditors to Financials, motion seconded, vote unanimous, motion carried.
- 3. APPROVAL OF PREVIOUS MONTHS MINUTES** Commissioner Jackson made a motion to approve corrected minutes from April 2016 and new minutes from May 2016. Motion seconded, vote unanimous, motion carried.
- 4. FINANCIAL AND DEPARTMENT REPORTS**  
Auditors report by Greene Finney & Horton CPA's Jacob Harris and Kevin Madden presented audit numbers. There are a few changes that need to be made for our books to match their audit. Mr. Harris and Mrs. Fulton will schedule that accordingly. Bank Reconciliations need to be done on a regular basis.

No Financials from Chris Skinner as he has been sick.  
Chief has nothing specific to report. CAD report for calls handed out.

**5. OLD/UNFINISHED BUSINESS**

- a. July 4<sup>th</sup> Report and Approval of any Expenditures** – went over during workshop
- b. Review of Hourly Firefighter Pay Rate** – Normal current rate at local departments (w/24 hour shifts) is approx. \$10/hr. We always have trouble scheduling during the summer months. Chief would like to do merit raises as part of the evaluation process. Commissioners asked if the raise would be an annual raise or a one time incentive? Chief wants to increase the hourly wage, but is willing to look at one time incentive.
- c. Holston Creek Substation Report** – Attorneys for department and County are going through lease and changing a few words and will advise when lease is ready.
- d. New Engine Company Report** – Final number is \$505,000 with prepayment discount. Commissioners want to take advantage of prepayment discount. Commissioner Hall made a motion to approve \$515,000 (not to exceed) for the Pierce truck, with \$10,000 deposit coming out of reserve fund for new truck. Motion seconded, vote unanimous, motion carried. Need bank numbers next. Will call a special meeting if necessary.
- e. 2016-17 Final Budget Reading** – Final Budget \$368,150 – with no changes to staffing as of yet. Do we want to increase ours to 20.8 plus an additional 1 mil (for \$20,000 to reserve)? Commissioner Jackson made a motion to accept the current operating budget at \$368,150, with 1 additional mill, enabling Act 388, Section D to maintain a reserve fund. Motion seconded, vote unanimous, motion carried.

**6. NEW BUSINESS**

- a. Update Capital Expenditure Minimum Amount** – Commissioner Jeffcoat made a motion to increase the Capital Expenditure minimum from \$1000 to \$5000. Motion seconded, vote unanimous, motion carried.
- b. Transfer of funds to Reserve** – Commissioner Jeffcoat made a motion to transfer \$20,000 to the Reserve account. Motion seconded, vote unanimous, motion carried.
- c. 2015 AFG Grant** – Department has received \$48,000 for the AFG grant, our part is approx. \$2500.

**7. EXECUTIVE SESSION**

**8. CITIZENS AGENDA** Squires family inquired about new department. Questions were answered during Old Business 5c.

**9. ADJOURNMENT** Commissioner Jackson made a motion to adjourn. Motion seconded, vote unanimous, motion carried. Meeting adjourned at 8:07 p.m.