



Tigerville Fire Department
Minutes of Commissioner Meeting - March 11, 2010

Chairwoman Ann Trammell called the meeting to order at 7:00 PM. Commissioners John Harris, Ken Ward, Reggie Ecarma and Steve Pasternack and Chief Ledford were also present. Commissioners Bobby Richardson and Beth Ledford were absent.

- I. Ken Ward gave the invocation.
- II. Approval of Minutes: The minutes of the meeting of February 11 and the special meeting of March 1 were unanimously approved.
- III. Public Comment - there was no public comment.
- IV. Treasurer's Report: Steve Pasternack presented the treasure's report. The February income statement (see attached) showed we were approximately \$3,400 overspent in our operating expense budget. The overspending was due to the purchase of a new ice machine necessary for supplying ice for truck coolers and a higher than normal propane bill. Steve Pasternack pointed out that although year to date spending is about \$17,000 below budget, he is not able to forecast tax collection monies for the remainder of the year and thus forecast whether we will remain favorable to budget for the rest of the year.

Steve also presented a pro forma monthly cash flow analysis for February and for the fiscal year to date. He pointed out that the February data was preliminary since the official February report from the Greenville County Treasurer's office will not be available until mid-February. However, the attached report reflects the data received since the meeting. Cash flow for January was about -\$1,600. Year to date cash flow is about +\$44,000. There is about \$101,300 in cash available to the TFD.

Steve Pasternack reported that the second \$15,000 payment of the County advance was repaid in February directly from the tax receipts. The last payment will be made in March.

V. Chief's Report:

- Chief Ledford reported there were 26 calls in February: 20 rescue, 1 outside fire, 1 structure fire, 1 good intent calls and 1 false alarm. At the structure fire on Chinquapin Road, we had 15 personnel show up for the call. The fire was brought under control in 27 min from the time of dispatch. The property owner was happy with the Department performance. However the ongoing radio problem delayed getting a second alarm set for more manpower. In response to a call for a traffic accident on Highway 25, the TFD was unable to reach Greenville to launch Med Trans because of the same radio problem. The radio problem may be resolved with the opportunity to purchase 17 radios for a price of about \$2,100. The value of the radios is greater than \$17,000.
- Personnel completed 118.5 hours of training in February. The Mountain Air Medical Ambulance from Asheville flew down for a training class this past Thursday.
- Personnel headcount is holding at 18 firefighters and 4 explorers.
- Ladder testing is complete and all ladders have been certified.
- The Courage Award was given at the Mountain View Elementary School. Articles appeared in local newspapers and local television stations covered the event. Mountain View Elementary School had a field trip to the TFD this week.
- Forestry Grant: The chain saws were purchased at a cost of \$1900.55 Grant paperwork has been sent in for the 50% reimbursement.
- The Department received a diesel forestry pick-up truck from the Glassy Mountain FD that will replace the gas brush truck.
- Truck repairs: Starter was removed from ladder truck and rebuilt.
- A new ice machine was purchased. The machine has a 3-year warranty; its compressor has a 5-year warranty.
- Plywood over the mezzanine is being installed. North Greenville University is providing a scissors lift to help with the installation.
- To reduce heating costs, limit switches are being installed on the bay doors.
- A mistake was made in labeling the fuel tanks. Gasoline and diesel fuels were inadvertently mixed. The problem has been corrected and responsible personnel were reprimanded.

VI. Old Business:

- A. The commissioners approved the resolution for the TFD's refunding and consolidation of debt and its 10-year plan (attached). All commissioners voted yes, except Reggie Ecarma who abstained. The commission unanimously approved sending a letter to the residents of the district informing them of recent changes in the district's ISO rating and resulting potential lowering of fire insurance premiums.

The Commissioners unanimously approved, with Reggie Ecarma again abstaining, to send a postcard to district residents announcing at least three public meetings at which the 10-year plan will be presented. The residents will be encouraged to comment on the plan.

- B. As the Chief reported earlier, there is an opportunity to resolve the UHF/VHF radio problem the TFD is having with Greenville County. The commission unanimously approved the purchase of the 17 radios for approximately \$2,100 and also to purchase spare batteries.
- C. Chief Ledford reported that there is no news regarding the progress creating the joint training district.
- D. Chief Ledford the Tigerville Fire Department has been granted 501(c)(3) status by the US Internal Revenue Service as a non-profit organization.
- E. Chief Ledford reported the Department would be using United Healthcare for health insurance for the firemen.
- F. Steve Pasternack distributed the forms for filing with the SC Ethics Commission. The filing must be made by April 15.
- G. The new bylaws proposed by Steve Pasternack will be discussed at the next regular meeting of the commissioners.
- H. Steve Pasternack distributed the contact information for the all commissioners and the Chief.
- I. Important Dates: Chief Ledford is required to file a quarterly inspection report with the state of SC on April 1.

VI. New Business

- A. Firefighter's Uniforms: The commission agreed to table the Chief's request to purchase new shirts for the firefighters. There is some conflict as to where the funds are to be drawn from for such payment.
- B. 2011 Budget: Steve Pasternack reported that the new budget is being prepared with Chief Ledford's input. The plan is to bring it to the full commission at the next meeting for approval.
- C. Social Security Letter: The TFD received a letter from the Social Security Administration regarding discrepancies in payments made to the SSA and IRS in 2008. Steve Pasternack has responded to the SSA and is waiting for a reply.
- D. Chief's Compensation: The commission went into Executive Session to review the recommendations of the committee of Ms. Trammell, Mr. Ward and Steve Pasternack regarding compensation changes for firefighters and the Chief. The committee had met to review firefighters' compensation since no salaries were increased during the past eighteen months. After returning to public session, the commissioners approved a 5% increase in salary for the Chief and a 3% increase for paid firefighters. The commission also approved salary changes will hereafter be made at the beginning of each fiscal

year for all firefighters and the Chief. In addition, Steve reported he is working with the Chief to develop the Chief's goals and objectives for fiscal year 2011. The goals will be presented to the commission before July 1 for their approval.

VII. Commissioner's Comments: None

VIII. The meeting was adjourned at 9:40 PM.

Steve Pasternack, Secretary-Treasurer