



MINUTES

**Holly Springs Fire-Rescue District
Commission Board of Fire Control
Monday, March 26th, 2018
7:00pm**

A public meeting of the Holly Springs Fire-Rescue District Commission Board of Fire Control was held on, , 2018, 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 Robbie Golightly – Present
Commissioner Jerry Jackson. – Absent
Commissioner Roger Hall – Present
Commissioner Ronnie Garrett - Present

Administration

Chief Brent Blackwell – Present
Asst. 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 beginning prayer was led by Commissioner Garrett

Agenda items were addressed out of order as indicated.

- 1. MEETING CALLED TO ORDER @ 7:06 p.m.**
- 2. APPROVAL TO ADOPT CURRENT AGENDA** Commissioner Jeffcoat made a request to move the 2016-17 Fiscal Year Audit to the first item on the agenda, so as not to keep the auditors here longer than necessary.
Commissioner Garrett made a motion to approve the current agenda with the requested change. Motion seconded, vote unanimous, motion carried.
- 3. APPROVAL OF PREVIOUS MONTHS MINUTES** January Minutes had not been emailed, these minutes will be tabled until next month.

Commissioner Garrett made a motion to approve the February 2018 Meeting minutes. Motion seconded, vote unanimous, motion carried.

4. 2016-17 Fiscal Year Audit update/review

David Greene and Luke Hall went through the audit highlights, over all nothing to report, no new recommendations, a job well done by the department.

5. FINANCIAL AND DEPARTMENT REPORTS

Financial condition is good, looking to receive the first ¼ of the grant money for the full time staffing, working on the budget for the next meeting, updating beneficiary forms for 1%.

Swapped dumpster service; School District wants to do a mock active shooter situation as a test, will be doing the training at Hendrix Elementary. Discussion of potential vests for use by firefighters. All trucks have changed numbers, possible that they will be changed on the trucks; PM maintenance on M5, not pumping water, housing on the pump is broken.

6. OLD/UNFINISHED BUSINESS

- a. **Public Relations Event (July 4)** Commissioner Jeffcoat shared a hand out so that we would have a rough idea of cost.
- b. **Holston Creek Substation Report** – new drawings are ready, need to compose and send a letter of Invitation to Bid. Set up the pre bid conference within 15 days. Allow 30 days for bids.

7. NEW BUSINESS

- a. **Update on Grants** – Gear Grant was received; Grant for \$44,000 for LED signs was submitted; SAFER grant is opening up and Commissioner Jeffcoat is going to try to write a Grant for gift cards to be used as incentives for the volunteers.
- b. Item moved to Executive Session
- c. Item moved to Executive Session

8. EXECUTIVE SESSION Commissioner Hall made a motion to go into Executive Session. Motion seconded, vote unanimous, motion carried. Executive Session began @ 8:19 p.m.

Commissioner Hall made a motion to come out of Executive Session. Motion seconded, vote unanimous, motion carried. Executive session ended @ 9:48 p.m.

Commissioner Hall made a motion to pay the Webmaster one years pay due upon receipt of invoice. Motion seconded, vote unanimous, motion carried.

Commissioner Golightly motion to make Fire Chief from Part Time to Full Time as of January 1, 2019 with stipulations and job description to come prior to start date. Motion seconded, vote unanimous, motion carried.

9. CITIZENS AGENDA

9. ADJOURNMENT Commissioner Hall made a motion to adjourn. Motion seconded, vote unanimous, motion carried. Meeting adjourned @ 9:59 p.m.