

L Harrison  
B North-Lee  
C Fox

**ST PAULS FIRE DISTRICT  
COMMISSIONERS MEETING  
JULY 20, 2017**

R Muckenfuss  
L Gerth  
I Gadsden

**FINANCE COMMITTEE MEETING** – Vice-chairman Ronald Muckenfuss called the Finance Committee Meeting to order.

**Review Information Only** – June 2017 – Tracy presented the June 2017 financial report. Personnel Services was \$255,968.56 and Operating Expenses was \$30,635.55 with total being \$416,962.11. There was an invoice for Workers Compensation that was \$130,358.00 which was included in the Personnel Services. Revenues was \$289,879.44. The ending balance in the checking account on June 30, 2017 was \$640,527.00. The ending balance in the savings account on June 30, 2017 was \$29,977.50. The FY2018 TAN has been approved for \$1,000,000.

**Community Remarks** – None.

The Finance Committee meeting was closed at this time.

**Regular Meeting Called to Order** – Chairman Lee Harrison called the regular meeting to order. The meeting was opened with the Pledge of Allegiance and the Lord's Prayer.

The Finance Committee meeting and the regular meeting were advertised in the Post and Courier in "This Week's Meetings" on July 16, 2017 and posted on the front door 24 hours prior to the meeting.

The minutes of the regular meeting on June 15, 2017 and the minutes of the special meeting on June 22, 2017 were approved as written, without reading, with a motion by Commissioner Charlie Fox who also stated that a copy of the Employee Handbook 2017 become a part of the June 22, 2017 minutes. Motion was seconded by Commissioner Larry Gerth. Motion passed.

**Roll Call** – All commissioners were present except Commissioner Clifford Murray. Attorney Charlie Condon was present. The clerk was present. Fire Chief Larry Garvin and Asst Chief Rakoske were present.

#### **OLD BUSINESS**

There was no Old Business.

#### **NEW BUSINESS**

**Update on Insurance Claims and Federal Criminal Case** – Attorney Charlie Condon stated that the Insurance Claims deadline has been extended to August 31, 2017. The trial for Doc Matthews and Mary Jo Thomas-Delaney will begin on Monday, July 24, 2017 at 930am.

#### **REPORTS**

**Hollywood Station** – regular maintenance. Replaced the air compressor. The leak in Asst. Chief Rakoske's office needs to be repaired.

**Sauldam Station** –Regular maintenance.

**Edisto Station** – Regular maintenance. Problem with heating and air conditioning, problem with diffusers. A window unit was installed for now. The tender backed into the fuel tank. Fuel tank will be moved over some. An insurance claim has been put in for repair to the tender.

**Ravenel Station** - Regular maintenance.

**Adams Run Station** - Regular maintenance.

**Stono Ferry Station** - Regular maintenance.

**Meggett Station** – Regular maintenance.

**Parkers Ferry Station** - Regular maintenance.

**Petersfield Station** – Regular maintenance.

**Chief's Report** – There were a total of 212 alarms for June 2017. Chief Garvin gave us 3 quotes for the purchase of bunker gear. They are: 1) Nafeco - \$2,022.00 for each set; 60 sets would be \$121,366.00; 2) Anderson Fire & Safety - \$2,190.00 for each set; 60 sets would be \$131,400.00; 3) Wally's Fire & Safety - \$2,056 for each set; 60 sets would be \$123,360. Discussion ensued on the Procurement Policy concerning spending over \$25,000 which requires 3 sealed bids; the Chief can approve spending under \$25,000 but \$25,000 and over needs to be advertised for sealed bids. Chief Garvin and Asst Chief Rakoske were very impressed with Wally's Fire & Safety and suggested we purchase the bunker gear from them. It was suggested that we make numerous orders for bunker gear as long as each order is under \$25,000. All commissioners were in agreement for this suggestion except Commissioner Charlie Fox. Making the bunker gear a sole source item was discussed. A motion was made by Chairman Lee Harrison and seconded by Vice-chairman Ronald Muckenfuss to purchase the bunker gear from Wally's Fire & Safety as a sole source item with reasons listed. Motion passed with one vote against the motion. All insurance has been updated for all vehicles and buildings as of today with Billy Mills. Chief Garvin mentioned that the Woodmen of the World donated a new flag pole for Station #1 and will have a ceremony on September 11, 2017 at 10am. Chief Garvin met with other fire departments for mutual aid agreements; he is waiting on the confirmations.

**Training Report** – There were a total of 854.25 training hours and 245 physical training hours for June 2017.

**Commissioners Report** – Commissioner Larry Gerth asked what our ISO rating was. Chief Garvin stated that the ISO rating is 5-9.

**Auxiliary Report** – None.

**Community Remarks** – Former employee Ethel Porter was present and spoke concerning the Miles/Porter sign on Station #1. Ms. Porter was told that this item was tabled due to no funds available. Shelley Hunt spoke and asked about the towns in the fire district helping the fire district. She also stated that there are grants out there to assist fire districts. She suggested that we meet with the town councils from Meggett, Ravenel and Hollywood. Representative Brown is also trying to help with the fire district.

Checks were reviewed and signed for expenses in open session at this time.

A motion was made by Chairman Lee Harrison and seconded by Commissioner Bertha North-Lee to go into Executive Session to review reconciliation of accounts. Motion passed.

**Executive Session** – to review reconciliation of accounts.

**Out of Executive Session – Into Regular Session** – No action was taken in Executive Session. The reconciliation of accounts were reviewed.

**Reconciliation of Accounts** – A motion was made by Commissioner Bertha North-Lee and seconded by Commissioner Charlie Fox to approve the reconciliation of accounts. Motion passed.

The next regular meeting is August 17, 2017 at 6:00 pm.

**Adjournment** – A motion was made by Commissioner Bertha North-Lee and seconded by Commissioner Irvin Gadsden to adjourn the meeting. Motion passed.

Meeting was adjourned at 7:20 pm.

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Lee Harrison, Chairman  
St Paul's Fire District

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Mary Adams, Clerk  
St Paul's Fire District