

Meeting was called to order at 19:00

Members present were: Paul Lewis, Andrew Guthrie, Josie Mullins, Melinda Ward, Milon Morton, Robert Lewis, Jimmy Cole and Tony Matthews.

**Secretary's report:** Paul Lewis brought to the board's attention that the December 9, 2010 meeting minutes reported that Bill Hoffman was elected as the fire department's assistant chief, and that should be Craig Hoffman. Minutes were then read and approved.

**Treasurer's report given by Melinda Ward:** Melinda reported that the accountant thought we purchased equipment and placed the item under capital purchase when in fact it was fixing a truck and ladder testing and should be placed under repairs. There was one for the yearly where Julie posted \$800 and some dollars for postage and I think what happened was the fire department uses a company USP something and I think she thought it meant the United States Postal Service. Julie said she would fix that and I will give you a corrected one next time. Treasurer's Report was approved as presented.

**Building and Grounds report given by Milon Morton:** As of now Milon is trying to make contact with Jack Williams because there are some lights that are out. Milon reported that he is going to put in just lights and not change out any fixtures because they may be removed as some point in the near future. The bid proposals are the only other things. Melinda reported that the ground faults receptacles were not working upstairs. Milon reported that some of the lights were blinking and fluttering and that the bulbs were changed and it did not correct the problem.

**EMS Report given by Melinda Ward:** The new 911 communications has been up and running and it's been nothing but problems. The whole county is on emergency repeater. County calls the chiefs and the chiefs have to call members. Andrew informed the board that you can't dispatch on an emergency repeater frequency.

**Fire Department Report given by Tony Matthews:** Tony reported that a couple of his training officers would like to build a simple, single sided shed and the cost of materials should run around \$1,500 maybe a whole lot less. It will give us a place to practice some ventilation and it will be movable. I have an officer that would like to attend a fire arson investigation class in Knightdale, NC. It would require a hotel room and cost of class. The class is a \$250 registration fee and is a two-day class in February. We ran 204 total calls last year, finished out 2010 with 2 structure fires and started 2011 with 3 structure fires, 2 in our district, 1 in Newport's. The butterfly valve has developed a very bad leak. We are having to replace it and it's around \$1,600 -1,800 expense. With the structure fires we discovered that our nozzles handles are old and we are having to replace those and we have managed to break another cable line on the rescue truck that we have replaced.

**Old Business:** Scouts came in for charter renewal. Informed the board they would begin cleaning up the community park area on February 5. Asked if they could put a grill area out there and the board denied that request due to liability issues, abuse and neglect. Bill Schoonover requested a burial plot for his wife in the community cemetery and asked if he could pay for the plot when he received the life insurance policy. The board approved the request in that a contract would be made with Mr. Schoonover to receive payment. Tony informed the board that the budget paperwork has come in and the county is expecting it back by the end of February. This year they are not providing any basic tax information. Paul asked about the new contracts and a clause that stated if we go out of business, what we own goes back to the county. Andrew informed the board that the county would withhold the fire tax if the contract was not signed. Paul said the problem is that a lot of things bought out here was done so without tax dollars. Tony read the clause to the board and it concerned just the EMS and the event it went out of business. Tony said there would also be some changes to the Fire Department contract as well. Tony's request for the Fire Arson Investigation class was approved unanimously with a motion being made by Melinda and seconded by Josie. Milon made the motion to approve the shed, seconded by Jimmy. The motion carried unanimously. Melinda brought to the boards attention that the floors in the EMS building were bad and needed to be cleaned. Melinda is going to get

prices. Wachovia is now charging us fees, \$2 on each account and \$12 on one because it has an ATM card with it. Santa suits are really bad and we need some. They are cheaper now. Melinda is going to check on prices to be voted on at February meeting.

**Old Business Continued:** Milon informed the board that he has received calls from people all over about the bid notice we ran in the Carteret County News-Times and he passed out resumes he has received from several engineering firms. He said he had one good bid from Coastal Architect. Coastal did the original feasibility study. Darden and Assoc., New Bern, submitted a resume. What I received from Coastal Architect is what I want from everyone. He has figures and when you break it down it comes out to about 7 percent. Jimmy talked with a contract specialist and he was given a list of firms from Virginia to Raleigh, and New Bern with contact numbers. The company that responded out of Asheville told Milon he would be using a local engineer. All these architect firms will be looking for local engineers. Coastal Architect came in at \$850,000. \$44,652 for design / architect / engineering, 5.35 percent, \$42,975.00 bidding negotiations services, 0.35 percent, and \$11,900.00 Construction admin services, 1.4 percent. Paul said we could remodel the old part for offices and bunk rooms. Kitchens and bathrooms and new bays need to be in the new construction. Andrew said he would like to keep one or two old bays for mechanical work. Dimensions of the new fire bays was discussed as well so that trucks and any new trucks will fit. The building front was also discussed and it was the opinion of the board at this time that the front look the same and all materials tie into each other so that it looks nice from the front. Andrew said he was going to contact Dixie.