

Minutes for the Regular Meeting on Monday, April 11, 2022, at 12:00 pm at 8305 Augusta Road Pelzer, SC 29669.

Jim Darby called the meeting to order. Jim Darby asked John Jennings to open with prayer. He welcomed the guests and Councilman Ballard that were in attendance. Donnie Freeman was not present.

David Phillips with Greene, Finney, Cauley, LLP was in attendance to review the 2021 Audit and Financial Statement (see attached). The power point summarized our Financial Statement. South Greenville Fire District has good internal controls within our department. The opinion is that we are unmodified, which is good. We have a conservative staff. The Covid pandemic is still out there and it is good that the District's staff is so conservative. The only recommendation is to add a Fraud Risk Program and an example has been sent so that the district can add this policy. Again, there was an unmodified opinion and the staff was great to work with. The department had a strong financial balance as of 12/31/2021. John Jennings asked if it was possible to be too conservative and what is a good dollar amount to have on hand as reserve. David Phillips said he recommends that the District assign or commit money to future projects and let people see it listed that way. David Phillips said there had been a Continuity of Operations Plan adopted by the District, but it could be more in depth. Lynn Ballard said that South Greenville Fire District needed to make sure there is a disaster plan for a worst-case scenario.

Everyone reviewed the minutes. John Jennings motioned to accept the minutes. Jimmy Brashier seconded it. All were in favor.

Jennifer Adams reviewed the financial statements. Jim Darby asked about the current interest rates. Jennifer Adams told him that the LGIP currently has the best interest rate. John Jennings said he did not think that the risk was worth the small amount of money that we would receive due to the low rates. Sabrina Bedingfield motioned to accept the financial statements. John Jennings seconded it. All were in favor.

Chief Sutherland started the Staff Report (see attached) by reminding everyone of the upcoming events. Belmont is hosting the Greenville County SPD meeting on April 21st. SC SPD training in Columbia is on May 18th. We also have several employees that will be recognized in the Cardiac Arrest Survivor Ceremony on May 11th. Chief Sutherland said that the fuel prices are still up, but down some from the last meeting and we have not had any change in our operations. The training tower has been held up in zoning. They want a more in-depth site plan. We must put landscaping buffers between the lodge and the training tower and the house on the other side of the property that will cost about \$2,500 if we do the work. This must be on the site plan. Friendship Fire Department sent a letter thanking South Greenville Fire District for the donation of the brush truck (see attached). Chief Sutherland said that we sold the camper through GovDeals.com for \$6,450.00. This money will go back into fire prevention to purchase a new inflatable fire safe house. It can be used inside and outside and is very versatile. The old Platform 80 will be put on GovDeals.com next to be sold. It was taken to the scrap yard and we could get about \$8,100.00 with it loaded. The reserve for the bid on GovDeals.com will be \$8,000.00. Depending on whom buys it we may or may not take all of the equipment off and try to sell it. Chief Sutherland said that the price for the new bunker gear for 2022 was \$55,186.93. This was only for 14 sets due to the price increase from last year. It is Innotex, which is what we bought last year, but it is from a different vendor called Atlantic Emergency Solutions. This vendor will also be completing the order from last year. We are missing helmets, gloves, flash hoods and boots. The Greenville County Fire Chiefs are trying to get a standard set for turn out gear to give us buying power and a cheaper price, but the problem is trying to get everyone to agree on what to buy. The Fire Chiefs have done it for a records management program, so there is hope that other things will come.

Assistant Chief Finley stated that Engine 80 has been fixed for now. The problem was cooling issues. We had to replace the batteries on Quint 78. The flow tests that were approved last month have been completed. Chief Finley said again this month our call volume has increased. There was an average of 10 calls per day last month.

Fire Marshal Horn has been reviewing a lot of plans for new businesses and subdivisions. He is in class today. Training has been going well.

Communications Supervisor Jessica Phillips is still working on getting Active 911 ready for the department.

Jennifer Adams has nothing else to report.

Old Business

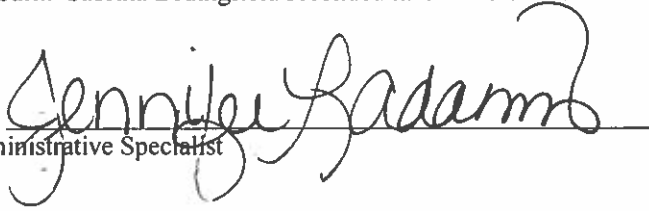
- I. Chief Sutherland said he had received a quote for a new Engine 80 as requested. The total cost is \$689,188.00. See the attached spreadsheet to compare the price increase. The total amount that went up was on the delivery fee of \$1,501.00. We originally thought the cost would go up 15% on the equipment, but it ended up only being 4.17%. Assistant Chief Finley found a vendor to get the fire hose we use, Bulldog Fire Hose, for \$255.00 instead of \$385.00 per section. Jimmy Brashier confirmed that we would order the truck now and pay for it when it arrives. Chief Sutherland said it would be 16 to 18 months. The vendor has a demo slot to put the truck in so we should get the new Engine 77 and Engine 80 at the same time. John Jennings motioned to purchase the new Engine 80 as presented. Jimmy Brashier seconded it. All were in favor.

New Business

- I. Chief Sutherland said that when Headquarters was added on to, the upstairs was not finished and did not have HVAC. A few years ago, we tried to fix it ourselves, but it is still too hot in the summer up there. We store equipment in this area, and it is getting damaged due to the high temperature. Chief Sutherland contacted four vendors. He received three quotes, but two were from the same vendor and had to be combined (see attached). The recommendation is to put in a combined system using dampers to control the air flow. Thrasher and Dial Heating and Air did not return a quote. Chief Sutherland recommended using Upstate Service Solutions at a total cost of \$4,897.00. We have used this company before and they have done good work in the past. Jimmy Brashier motioned to accept Chief Sutherland's recommendation and use Upstate Service Solutions. John Jennings seconded it. All were in favor.
- II. Chief Sutherland said that recently our Fire Marshal has been overwhelmed with all the plans and inspections. He has presented a job description for the new position of Deputy Fire Marshal. The job description was written by Chief Sutherland, Assistant Chief Finley and Fire Marshal Horn. They will also be the ones to hire the person for the position. The goal for this year is to have this person work one eight hour shift each week to only do business inspections from July 1 until December 31. If it works as we hope, this will become a full-time staffed position next year. John Jennings asked if we wanted to hire someone in house. Chief Sutherland said that we are asking for resumes from inside our department. The probationary period for this position will be six months during the end of this year. Jimmy Brashier asked if we had a vehicle for them to drive. Chief Sutherland said hopefully the new FM-80 will be here soon and this person can use the old FM-80. Until that is available, we have several other vehicles for someone to use. Lynn Ballard asked us to clarify that they would work their regular 24/48 schedule but also one eight-hour day for just inspections each week. Sabrina Bedingfield motioned to accept the recommendation for the new position as presented. Jimmy Brashier seconded it. All were in favor.
- III. Assistant Chief Finley said that we need to purchase new fire hose. We have had several fail during hose test this year. The total cost is \$5,318.68. The quote is from Carolina Fire equipment (see attached). Jimmy Brashier motioned to purchase the fire hose as presented. John Jennings seconded. All were in favor.

IV. Jimmy Brashier motioned to go into Executive Session. Sabrina Bedingfield seconded it. All were in favor. Sabrina Bedingfield motioned to come out of Executive Session. Jimmy Brashier seconded it. All were in favor. Jimmy Brashier motioned to accept Issue I. Sabrina Bedingfield seconded it. All were in favor. Jimmy Brashier motioned to adjourn. Sabrina Bedingfield seconded it. All were in favor.

Minutes recorded by:
Jennifer Adams, Administrative Specialist

A handwritten signature in cursive script, appearing to read "Jennifer Adams", is written over a horizontal line. The signature is written in black ink and is positioned to the right of the typed name "Jennifer Adams, Administrative Specialist".