

**WAKE COUNTY FIRE COMMISSION  
MINUTES  
Thursday, July 19, 2001  
(ADOPTED October 25, 2001)**

The Wake County Fire Commission met Thursday, July 19, 2001, at 4:30 p.m. at the Wake County Commons Building, Cary Drive, Raleigh, North Carolina.

Cloyce Anders called the meeting to order.

**Roll of Members Present:** Cloyce Anders, External Facilitator  
Darrin Holt, West Region/Primary  
Mark Melvin, South Region/Alternate  
James Nobles, Citizen/Consumer  
Ned Perry, Citizen/Consumer  
Donald Pierce, South Region/Primary  
David Price, Firefighter's Assoc. President  
Rodney Privette, East Region/Alternate  
A.C. Rich, North Region/Alternate  
Ron Roof, North Region/Primary  
Buddy Scarboro, Wendell Town Rep. (late)  
Tom Vaughan, East Region/Primary  
Bonnie Woodruff, Citizen/Consumer

**Members Absent:** Tony Chiotakis, West Region/Alternate  
Herb Council, Wake County Commissioner  
Charles Sannipoli, Citizen/Consumer\*

**Staff Present:** David Cooke, County Manager  
John Rukavina, Public Safety Director  
Dewey Poole, Interim Fire/Rescue Director  
Chris Perry, Chief Deputy Fire Marshal  
John Callaway, Shift Supervisor  
Sherry Scoggins, Executive Secretary

There were thirteen guests present at the Wake County Fire Commission Meeting.

**OLD BUSINESS**

**Adoption of 05/17/2001 Minutes:**

Jimmy Nobles motioned to approve the May 17, 2001, Minutes. Motion seconded by Ned Perry. The Wake County Fire Commission unanimously approved the minutes of the May 17, 2001, meeting.

### **Recognition of New Apex Fire Chief:**

Mr. Anders recognized the new Apex Fire Chief, Raymond Echevarria. On behalf of the Wake County Fire Commission, Mr. Anders expressed appreciation for the assistance given to the Fire Commission and wished Mr. Echevarria the best in his new position.

### **Knightdale CIP Funding Update:**

Chief George Gupton of the Knightdale Fire Department gave an update on the status of the Knightdale CIP Funding request. Presently, the Town of Knightdale does not have funds to go toward the project.

Chief Tom Vaughan motioned that the Knightdale Fire Department work with the Fire Marshal's Office to bring a recommendation to the Fire Commission to bring station 1 up to fire code in the future and assign it to the Fire Marshal's Office and Chief Perry's committee. Motion seconded by Ned Perry. Motion approved unanimously by the Fire Commission.

### **Wake Forest Fire Department, Fire Station #2:**

Mr. Ned Perry gave an update on the Wake Forest Fire Department, Fire Station #2 request. His committee has not met; however, he called the members and discussed this issue. Since this request was not submitted through regular channels, the members were not in favor of this request and suggested it be put in the form of a CIP request. Would like to submit a better report for the next meeting and requested that Wake Forest submit this as a CIP request.

Mr. Anders stated that the Fire Commission would notify Wake Forest of this decision and would ask that the request for Wake Forest Fire Station #2 be resubmitted through the formal CIP process.

## **NEW BUSINESS**

### **Capital Improvement Process Update:**

Mr. Ned Perry stated the committee does not have a report at this time on the Capital Improvement Process Update.

Donald Pierce mentioned that since the Knightdale CIP request fell through, would we contact the next persons with requests on the prioritization list. Chief Pierce went through the list in order:

- ✧ Willow Springs Fire Station
- ✧ Wendell, Sleeping Quarters
- ✧ Knightdale, Station #1 Renovations
- ✧ *Wake Forest, Land for Station #3*
- ✧ *Bay Leaf Station #1 Renovation, Design Fee*
- ✧ *Durham HWY Paint Building and Refinish Floors*
- ✧ *Wake-New Hope, Renovate Station 1& Repair Parking Lot at Station 1*

Mr. Anders suggested that the exact criteria of the CIP requests be written up for everyone.

Tom's motion for Knightdale was to refer to committee to see what could be done to meet fire code. Mr. Rukavina stated that Knightdale's issue is a code issue. If Knightdale Fire Department Station #1 requires repairs, then the Town of Knightdale and the County would work together. Knightdale's request would be from this year's CIP monies.

Upon checking, there is enough money for all the facility projects on the FY 2001 list now that Knightdale is no longer requesting CIP funding.

Ms. Bonnie Woodruff motioned that the Wake County Fire Commission recommend to the County Commissioners funding of the unfunded projects on the prioritization list. Motion seconded by Chief Holt. Motion approved unanimously.

### **Fire Tax District Revenue and Expenditure Update:**

At the request of Chief Vaughan, Mr. Rukavina presented two handouts with fire tax district revenue and expenditure update as information.

### **FY 01-02 Operating Fund Request – Knightdale Fire Department:**

Since the Knightdale Fire Department is having an audit, Chief Vaughan motioned to defer the FY 01-02 operating fund request until the November Wake County Fire Commission Meeting. Motion seconded by Mr. Perry. Motion approved unanimously.

### **Emergency Vehicle Repair CIP Appropriation:**

Mr. Rukavina gave presentation. The Emergency Vehicle Repair CIP appropriation is for paying for repairs that would not be covered by insurance. Mr. Rukavina recommended that the Wake County Fire Commission recommend to the Board of Commissioners that they essentially reserve \$100,000 of CIP funds against a request by a

department for this type of repair. Objective is to get piece of equipment repaired and back in service as soon as possible.

Mr. Scarboro motioned to approve staff's recommendation of:

*That \$100,000 of the fund balance of the CIP budget be set aside as a capital reserve for major emergency repairs of fire apparatus not otherwise covered by the insurance mandated in the contract between Wake County and the private non-profit corporations with which it contracts for services, and for which department cash reserves are insufficient.*

Motion seconded by Ms. Bonnie Woodruff. Motion approved unanimously.

## **COMMITTEE REPORTS:**

### **Contract Committee Update:**

Donald Pierce reported the Contract Committee met last Thursday night. Chief Pierce motioned that the Fire Commission continue discussion on the contract amendments to its September meeting, and that between now and then the chiefs and members of the Fire Commission get together to consider the amendment proposals that the contract committee has presented to the Commission, ask questions and propose alternatives, identify overlap between proposed amendments and the existing contract, and share that information with Sherry to share with all the Chiefs in the County. Chief Vaughan seconded the motion. Motion approved unanimously.

## **OTHER BUSINESS:**

### **Presentation by the Wake County Firefighters Association – Accountability Systems in Wake County:**

David Price did a Power Point presentation on Accountability Systems in Wake County and distributed copies of the presentation.

Purpose of presentation today is for information. Suggested this information be shared with rest of fire departments through the region representatives on the Commission. Asking for feedback at the next meeting.

Mr. Perry recommended the training division bring back something in writing for the next Fire Commission meeting in order for the Fire Commission to make a strong endorsement, giving other agencies encouragement and support of this.

## **PUBLIC COMMENTS:**

No public comments were received.

**ADJOURNMENT:**

Mr. Anders motioned to adjourn. Motion carried unanimously.

**Handouts:**

- ✧ Amended WCFC Agenda, 7/19/2001
- ✧ DRAFT Wake County Fire Tax Increase Recommendation, July 1, 2001- June 30, 2005
- ✧ Revenue and Expenditure Report for Fiscal Year 2001
- ✧ Memo, Contract Review Committee Report
- ✧ Recommended Fire Contract Amendment Summary
- ✧ Fire Contract Amendments
- ✧ Attachment C – Information for Annual Audit
- ✧ Fire Department, Full- and Part-Time Personnel Policies
- ✧ Fire Department, Volunteer Personnel Policies
- ✧ Personnel Accountability System (Power Point Presentation)

## ACTIONS OF THE WAKE COUNTY FIRE COMMISSION:

Jimmy Nobles motioned to approve the May 17, 2001, Minutes. Motion seconded by Ned Perry. The Wake County Fire Commission unanimously approved the minutes of the May 17, 2001, meeting.

Chief Tom Vaughan motioned that the Knightdale Fire Department work with the Fire Marshal's Office to bring a recommendation to the Fire Commission to bring station 1 up to fire code in the future and assign it to the Fire Marshal's Office and Chief Perry's committee. Motion seconded by Ned Perry. Motion approved unanimously by the Fire Commission.

Ms. Bonnie Woodruff motioned that the Wake County Fire Commission recommend to the County Commissioners funding of the unfunded projects on the prioritization list. Motion seconded by Chief Holt. Motion approved unanimously.

Since the Knightdale Fire Department is having an audit, Chief Vaughan motioned to defer the FY 01-02 operating fund request until the November Wake County Fire Commission Meeting. Motion seconded by Mr. Perry. Motion approved unanimously.

Mr. Scarboro motioned to approve staff's recommendation of:

*That \$100,000 of the fund balance of the CIP budget be set aside as a capital reserve for major emergency repairs of fire apparatus not otherwise covered by the insurance mandated in the contract between Wake County and the private non-profit corporations with which it contracts for services, and for which department cash reserves are insufficient.*

Motion seconded by Ms. Bonnie Woodruff. Motion approved unanimously.

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Mr. Perry recommended the training division bring back something in writing for the next Fire Commission meeting in order for the Fire Commission to make a strong endorsement, giving other agencies encouragement and support of this.

Mr. Anders motioned to adjourn. Motion carried unanimously.