

Murrells Inlet – Garden City Fire District
Board of Directors Meeting
Minutes of July 23, 2018

Board Members Present: Booty Shelley, Kay Benton, George Oldroyd, Steven Sellers, Moe Wells.

Others Present: Chief Knight, Assistant Chief Haney, Captain Brown, Captain Howerton, Captain Zimpleman.

At 6:00 p.m. Kay Benton called the board of directors meeting to order. Added to the agenda is the Volunteer Coordinator's Report.

Public Comment: Jerry Fancher acknowledge the fifth anniversary of the International Firefighters Association Local 4940 being associated with members of the District. He is disappointed that the referendum had to be put on hold. He would like to see an elected board, rather than an appointed board. George Oldroyd responded to the matter of an elected board; this is a matter for the public.

Minutes: Booty Shelley made a motion to accept the June 25th, June 28th, and July 5th minutes. George Oldroyd seconded the motion, and the motion carried.

Financials: George Oldroyd noted several concerns and asked for a special meeting to discuss the budget. Booty Shelley made a motion to approve the financial reports, which was seconded by Steven Sellers. The motion carried. A special board meeting to discuss the budget was scheduled for August 8th at 6p.m.

Firefighter's Report: Pat Walsh asked that the board communicate with the staff the ramifications of the postponement of the referendum whenever they can get to that point. Kay Benton assured that would happen

Chief's Report: Chief Knight distributed and reviewed the Fire Marshal's report. To date, \$3,750 have been collected in plan review fees.

Assistant Chief's Report:

- The new ambulance is complete. It will be picked up next week in Alabama and paperwork will be delivered to Georgetown County for reimbursement.
- Engineer testing was completed last week and plan to announce the results this week.
- We have hired a firefighter paramedic and expect to hire another tomorrow.
- Update to the lightning strike claim with VFIS. The claim will be paid at cost to replace.
- We are in the middle of pump testing. All trucks are up and running.
- The roof at Headquarters has been repaired by Spann Roofing.

Volunteer Coordinator's Report: Whitney Hills placed our first volunteer to keep weeds out of the flower beds out front. She has also found a landscaping company to possibly mow the grass at Headquarters. She would like to work on social media herself before finding a volunteer to take it over. She also has a couple other things she would like to do and will work with Chief Knight on those.

EMS Report: Captain Howerton reviewed the EMS report. Steven Sellers asked for a report of runs by station, which was provided by Chief Knight.

Chairman's Report:

- Everyone is aware we need to complete our audits for 2014, 2015, 2016, and 2017. Three CPA firms have submitted quotes for the work. George Oldroyd made a motion to accept the bid from Firm #1. The motion was seconded by Moe Wells and the motion carried.
- Now that a firm has been selected for the audits, a request for bids will be sent out for the monthly bookkeeping oversight.
- On July 5th, when the bookkeeping oversight duties were reassigned, attorney Gene Connell was in attendance. He made the suggestion that someone with banking experience verify the bank reconciliations.
- A bill was received from Horry County for election expenses for \$1,611.25. George Oldroyd made a motion to pay the bill, which was seconded by Moe Wells, and the motion carried. Booty Shelley made a motion to pay the Georgetown County election bill for \$326.26, which was seconded by George Oldroyd and the motion carried.
- The draft bylaws were sent to the attorney in March, and he has reviewed them and has found some areas could violate statutory law. He asked that we take no action on the bylaws until he can provide a comprehensive review. A copy of the statutory law was distributed.
- Election of the board: Al Hitchcock had some medical issues last August and was not able to attend meetings. At that time, Mr. Hitchcock asked Ms. Benton to chair the meetings in his absence. Ms. Benton asked if the board would like continue as is until a new member is appointed, or to have a vote for chairman. George Oldroyd made a motion to nominate Kay Benton as chairman until December 31, 2018. Steven Sellers seconded the motion, and the motion carried.
- It is time to send the millage rate to the counties. Moe Wells made the motion to submit the letters with a rate of 14 mills. The motion was seconded by George Oldroyd, and the motion carried.
- Bank signature cards: We currently have four authorized signers for the District. Kay Benton will start the process to update signature cards with the banks.

The run total report was reviewed. George Oldroyd followed up on his request for information regarding responses we have made outside the District, and calls inside the District answered by outside agencies. He asked if a FOIA request would be appropriate since we cannot seem to get an answer from Horry County. Chief Knight said it would be well within his right to do so.

Mr. Oldroyd asked where we are with the EMS contract with Horry County. He asked Chief Knight to provide him with a copy. Mr. Oldroyd also asked about our ambulance running calls in Horry County after leaving Grand Strand Hospital. The CAD system was discussed.

Old Business: George Oldroyd and Steven Sellers met with the Chief and the Assistant Chief to review job descriptions. The question of who has authority over job descriptions needs to be answered. Ms. Benton has asked Gene Connell to research that for the board. Mr. Oldroyd considers this to be a matter of priority. Chief Knight noted that the job description given to him in 2000, when he was hired, said that the Chief would be in charge of creating job descriptions.

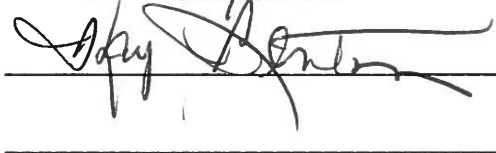
New Business: Moe Wells made a formal request that all email correspondence be sent to his Gmail account. He did not receive notification for the July 5th meeting.

Executive Session: George Oldroyd made a motion to recede into executive session to discuss a personnel matter. The motion was seconded by Steven Sellers and the motion carried. No motions were made or passed during executive session.

The next regular meeting is scheduled for Monday, August 27th at 6:00 p.m.

Adjournment: There being no further business, Booty Shelley made the motion to adjourn, which was seconded by Moe Wells. The motion carried unanimously.

Approved on August 27, 2018



A handwritten signature in black ink, appearing to read "Andy Benton", is written over a horizontal line. Below this line is another horizontal line, creating a space for a second signature or name.