

TOWN OF HARRISBURG FIRE DEPARTMENT ADVISORY BOARD MEETING

Thursday, August 15, 2019
6:00 P.M. at Harrisburg Fire Administration Building

Meeting called to order by Chairman Robin Torrence

Present: Robin Torrence, Bill Kennedy, Matt Stiene, Barry Lefler

Absent: Chief Bryan Dunn, Deputy Chief Ken Bradey, Battalion Chief Tim Wooten

Public attendance: Former Board Member Graydon Choinski

Town Official(s): None

1.0 Call to Order:

- A. **Agenda Adoption:** Barry Lefler made a motion to accept the agenda. The motion was seconded by Matt Stiene and passed unanimously.
- B. **Invocation:** Barry Lefler conducted the Invocation.
- C. **Special Presentation:** The Harrisburg Fire Department and Advisory Board recognized Graydon Choinski for his more than 20 years of service to the department and community. Graydon Choinski was presented with a plaque acknowledging his service, contributions and guidance to the department as it is grown from an all-volunteer department to today's multi station, municipal department.
- D. **Public Comment:** None

2.0 Consent Agenda:

- A. **Monthly Reports:** The Board now receives the Monthly Reports electronically from the Town. All members had reviewed the monthly reports.
- B. **Minutes:** Board reviewed the minutes from the June 2019 meeting. Bill Kennedy made a motion to accept the monthly reports and Minutes from the last meeting. The motion was seconded by Barry Lefler and passed unanimously.

3.0 Old Business:

- A. **Personnel update:** The department has filled three current Firefighter (FF) vacancies, hiring Hunter Hess, Scarlet McDaniel, and Sidney Rowe. The three started Recruit Training on Monday, August 12, 2019 in Concord. The class is scheduled to graduate December 12, 2019.
 - 1. The department is anticipating the possibility of several additional FF vacancies in the near future. One is a FF relocating with his family out of state. Additionally, two other FFs are currently in the hiring process with Charlotte Fire Department.
 - 2. The department is now accepting applications for the administrative assistant position and will begin the hiring process soon.
- B. **Station 2 update:** Fire Station 2 was completed and went into service in June. Since then, the Department, the Town and builder have been working through the punch list. Several significant issues with the building have been identified. They includes roofing

and flooring issues. The roof is experiencing problems related to excessive expansion and contraction that results in leaks. Additionally, there are problems with the flooring in both the building and apparatus bays. The Department is working with the Town and builder to find a suitable solution to these problems.

- C. County Board Appointments:** The department's Advisory Board had two positions that are filled by persons from the un-incorporated area of the fire district expire on July 1, 2019. The Cabarrus County Board of Commissioners approved the reappointment of Matthew Stiene to the Board. To date, no other applications have been received, leaving one vacancy. The vacancy will continue to be advertised.
- D. Town Board Appointments:** The department's Advisory Board also had one position that is filled by persons from the incorporated area of the fire district expire July 1, 2019. After posting the vacancy, the Town received two applications. At its August meeting, the Town Council approved the reappointment of William Kennedy to the Board.
- E. Communication Center Changes:** As part of the FY2020 budget process, the department proposed transitioning dispatching services from the County (Sheriff's Office) Dispatch to Concord Fire Dispatch. The proposed budget initially included funding for the required alerting equipment in the stations, as well as funding for the annual cost for Concord Fire Dispatch to provide dispatch service for HFD. Prior to final approval by the Town, the funding for the operational costs were removed by the council. The Town Council is requesting more information on the proposed changes. The Department is scheduled to meet in a workshop with the Town council next month to review the proposal. Since the transition requires the installation of alerting equipment first, if the council decides to go ahead with the project, the department can install the equipment and then ask for operational funding in the future.

4.0 New Business:

- A. None

5.0 Next meeting:

- A. The next meeting is scheduled for September 19, 2019 at 6:00 P.M. at the HFD Administration Building.

6.0 Adjournment:

- A. Matt Stiene made a motion to adjourn the meeting, seconded by Bill Kennedy and passed.

Members:

Inside corporate limits:

Robin Torrence - Chairman
Bill Kennedy - Secretary
Barry Lefler – Vice Chairman

Outside corporate limits:

Matthew Stiene
Vacant
Ex-Officio member: Tim Wooten