

TOWN OF HARRISBURG FIRE DEPARTMENT ADVISORY BOARD MEETING

Thursday, October 21, 2021
6:00 P.M. at Harrisburg Fire Administration Building

This meeting was held virtually via the Zoom platform due to current COVID-19 restrictions.

Meeting called to order by Chairman Robin Torrence

Present: Robin Torrence, Barry Lefler, Bill Kennedy, Ken Long, Chief Bryan Dunn

Absent: Matt Stiene, Deputy Chief Ken Bradey, Battalion Chief Tim Wooten

1.0 Call to Order

A. Agenda Adoption:

Bill Kennedy made a motion to accept the agenda. The motion was seconded by Ken Long and passed unanimously.

B. Invocation:

Barry Lefler conducted the invocation.

C. Special Presentations:

None.

D. Public Comment:

Initially, there was no public comment, so the Board continued with the agenda. By the end of the meeting, several additional people had logged into the meeting, so the Chair reopened the public comment portion.

- Brent Whichel, who lives in the Camelot neighborhood spoke about concerns involved with the upcoming Town elections. Whichel stated he is a supporter of the Town Fire Department but expressed concern the Union representing HFD Firefighters had endorsed a slate of candidates. Whichel stated that several candidates had not responded to a survey from the union, so their endorsement was made without information from all the candidates. Whichel also questioned whether the Union could make such endorsements or was it a violation of Town Policy.

2.0 Consent Agenda

A. Monthly Reports:

The Monthly operations report was presented to the committee.

B. Minutes:

Board reviewed the minutes from the September 2021 meeting. Barry Lefler made a motion to accept the Monthly Reports and Minutes from that meeting. The motion was seconded by Bill Kennedy and passed unanimously.

3.0 Old Business:

A. Update on Capital Projects:

1. Department representatives met with Smeal for the preconstruction meeting for the department's new Spartan/Smeal 107' Rear Mount Smart Reach Ladder and signed

the contract. The delivery time is within 390 days, making expected delivery date around the November of 2022.

2. Site work on the department's training facility located behind Station 2 has been completed.
3. As part of the FY22 Capital Improvement Plan (CIP), the department has placed orders to replace several department vehicles. However pandemic related issues have limited the availability and General Motors has not yet accepted the orders. If accepted, the timeline for replacement of these vehicles is uncertain.
4. The department is moving forward with the installation of a Station 1 Warning Light (similar to the warning light at Station 2). The department is also meeting with Town officials to see if funding to include a single preemption device at Morehead Road and Hwy 49. There was some discussion about getting preemption devices at other dangerous intersections (primarily Hwy 49 and Roberta Road).
5. Finally, the Town closed on the land that will eventually be the location for the replacement of Station 1. That landed is composed of four pieces of property that are bounded by Harris Depot Road, School Circle and Robinson Avenue. The property is approximately 4.5+ acres and will provide easier and safer access to Hwy 49. The new station 1 is currently scheduled in the CIP to start construction in FY28. The property has two structures that will be used by the department for training.

B. Communication Center Update:

The transition of dispatching services to the City of Concord Emergency Communication (CEC) Department continues to go well with no significant problems. There have been no major issues within the department, nor have there been any outside concerns voiced.

C. Personnel Updates:

1. The department has one new firefighter vacancy and will have a second vacancy in January when the department fills the new Administration Chief position.
2. The department's most recent hire will graduate from Concord's Recruit School on October 22nd. The new FF then must complete EMT training and will be assigned to operations in December.

D. Advisory Board By-Law Review:

1. The Board's By Laws require an annual review with recommendations for updates and changes to the Town Council. Accordingly, the Board reviewed the latest version and has recommended several revisions. The revisions essentially involve changes to the membership requirements, clarifying residency requirements and updating the County appointment process. The Board is also recommending adding the Ethics Section used in other Town Board By Laws.
2. The final updated draft of the Advisory Board's By Laws was presented for review and discussion. After review, Barry Leffler made a motion to accept the draft to be presented to the Town Council. Ken Long seconded the motion and it was approved with a unanimous vote.
3. The Secretary will work with the Chief to forward the By Laws to the Town Council for their review and approval.

4.0 New Business:

None.

5.0 Next Meeting:

The board scheduled the next meeting for Thursday, November 18, 2021, at 6:00 P.M. at the HFD Administration Building or virtual, depending on the COVID restrictions.

6.0 Adjournment:

Bill Kennedy made a motion to adjourn the meeting, seconded by Ken Long and passed.

Members:

Inside corporate limits:

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

Outside corporate limits:

Matthew Stiene
Ken Long
Ex-Officio member: Tim Wooten