

TOWN OF HARRISBURG FIRE DEPARTMENT ADVISORY BOARD MEETING

Thursday, July 21, 2022

6:00 P.M. at Harrisburg Fire Administration Building

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

Absent: Matt Stiene, Ken Long, Division Chief Tim Wooten

Public attendance: None

Town Official(s): None

Meeting called to order by Chairman Robin Torrence

1.0 Invocation

Barry Lefler gave the invocation

2.0 Public Comment

None

3.0 Agenda Changes and Approval:

A. Agenda Adoption:

William Kennedy made a motion to accept the agenda. The motion was seconded by Barry Lefler and passed unanimously.

4.0 Review of Consent Agenda and Changes:

A. Monthly Reports:

The Monthly operations report was presented to the committee.

B. Minutes:

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

5.0 Old Business:

A. Personnel Updates:

1. The department currently has one Firefighter (FF) vacancy and one Battalion Chief vacancy. There are several interviews scheduled to fill the FF vacancy. The Battalion chief vacancy has been more challenging, with no internal or external candidates meeting all the required qualifications/certifications. After some discussion with Human Resources, the department has decided to post the vacancy with the condition that any applicants must obtain all required certifications within 6 months.
2. The department continues to deal with manpower and retention issues, with one Fire Fighter resigning this week and at least 2 others looking at making lateral moves to other departments. Much of this can attributed to personnel seeking higher salaries. The department will continue to seek lateral transfer candidates for firefighter vacancies.

B. ISO Rating Review:

The department has still not heard the results of the ISO Inspection/review that occurred in December 2021. Typically, the Office of the State Fire Marshall responds between 90 to 120 working days, and the department has not heard why this process is taking longer than anticipated.

C. Board Appointments

Two applicants were up for approval at the July Town Council meeting. Barry Lefler was reappointed, however Robin Torrence's application was not complete and was not voted upon. It has since been completed and his reappointment is on the agenda for the August Town Council meeting.

D. Station 1 Warning Light:

The process for adding a station warning light for traffic on Morehead Road is continuing, awaiting final DOT approval. The funding for this project was carried over to the new budget year.

E. Town Pay Study:

At the beginning of the year, the Town hired a consultant to perform a comprehensive salary study which would take an in depth look at the Town's overall compensation program. The Town is still reviewing the results and speaking with various departments and department heads. The town manager is hoping to present the results of the study at the August Town Council meeting.

F. Department Training Center

The first phase of building the training facility located at Station 2 is progressing. The CONEX boxes are on site and the department is preparing to construct buildings and an engineered training tower. This will allow the department to get the facility up and operating this year. The Town has asked that an engineer review the plans to ensure the buildings are structurally sound, and that review is ongoing. There will likely be additional needs (ie., storage, classrooms, etc.), however that will be addressed next year.

G. New Ladder Truck

The new ladder truck is currently on schedule, with midpoint inspection expected in the next couple of weeks. No exact delivery date has been set.

H. County Realignment of Fire Districts:

The recently approved realignment of county fire districts went into effect June 30, 2022. Harrisburg's Rural District was expanded to include property along Lower Rocky River Road. A small portion of the district near Lower Rocky River Road and Hickory Ridge Road was moved to Midland's district. The County and Concord were able to adjust CAD maps and to date, there have been no issues with new service area. The department is also working with both Flowes Store VFD and Midland FD on joint responses, especially for rural areas without hydrants.

I. Sheriff Office Move:

The building for the Harrisburg division from the Cabarrus County Sheriff's Office located to the rear of Station 1 is now in service. Recent changes have increased available parking for the Sheriff and Fire Department personnel.

6.0 New Business:

A. Live Burn Training

The department is still planning on conducting live burn training at the two houses acquired with the property for the new Station 1. No dates have been set.

B. PT Administrative Assistant Position:

The department's Part Time Administrative Assistant position remains unfilled. With recent reorganizational changes, most staff are handling their own administrative support needs. The department will look at refilling that position in the future.

C. Fire Marshall

The department Fire Marshall has been out of work, dealing with a serious medical condition. However, the prognosis is good for a full recovery and duties have been covered by other staff in the Fire Marshall's office.

7.0 Next Meeting:

The board scheduled the next meeting for Thursday, August 18, 2022, at 6:00 P.M. at the HFD Administration Building.

8.0 Adjournment:

William Kennedy made a motion to adjourn the meeting, seconded by Barry Lefler and passed.

Members:

Inside corporate limits:

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

Outside corporate limits:

Matthew Stiene
Ken Long
Ex-Officio member: Tim Wooten