



## BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

### MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION FRIDAY APRIL 19<sup>th</sup>, 2019

1. **CALL TO ORDER** – Meeting was called to order at 11:00 AM by Chairman Shannon Scott.
2. **PLEDGE OF ALLEGIANCE** – Chairman Scott led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board Members present were Shannon Scott, Cindy Perelli, Jack Beale and Judy Varns. There is one Board vacancy.
4. **REVIEW AND ADOPTION OF AGENDA** – Chairman Scott asked for a motion to adopt the Agenda. Mr. Beale made a motion to adopt the Agenda which includes corrections to items 9 a. and 10 b. Ms. Varns seconded the motion. There was no discussion. Chairman Scott asked for a vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the Motion. The Motion passed.
5. **APPROVAL OF MINUTES** – Discussion and possible action to approve minutes from the Board Meeting held March 23<sup>rd</sup> and the Special Board Meeting held March 29<sup>th</sup>, 2019. Chairman Scott asked for a motion. Ms. Perelli made a motion to approve the minutes of both meetings with one vote. Mr. Beale seconded the motion. There we no discussion and Chairman Scott asked for the vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.
6. **ANNOUNCEMENTS**  
The next Board Meeting will be held Saturday May 18<sup>th</sup>, 2019 at 11AM.
7. **CALL TO THE PUBLIC**  
There were no members of the public who wished to speak.
8. **REPORTS AND CORRESPONDENCE**  
Chairman's Report  
Chairman Scott gave and update on the progress of the 3 & 7 annexation, and stated the he had spoken to the County Attorney regarding his review of the 3&7 petition. The Attorney said that it would be this coming week before he could review the documents submitted.  
Chief's Report – Chief Paine gave his report for March 2019.
  - Personnel: 39 total; 16 volunteers, 17 part-time reserves, 5 full time reserves, 1 part-time admin.
  - Apparatus: All vehicles were in service.
  - Incident Report: call volume - 11 total; 8 EMS, 1 fire, 2 service calls
  - Training: There was 317 hours accumulative training hours during the month of March, Department training was held on March 13<sup>th</sup> which was the annual wildland refresher. Sent two personnel to the Wild Land Academy for basic wildland training, and conducted other training activities throughout the month.

Chief's Updates to the Board:

None

Other Reports

None

**9. OLD BUSINESS**

- a. Discussion and possible action on the proposed Ambulance purchase. The Board and Chief Paine may discuss the status of the bid proposals received and other relevant information related to the purchase of an ambulance.

Chairman Scott asked for a motion on this item. Mr. Beale made a motion to discuss the proposed ambulance purchase. Ms. Varns seconded the motion.

Chief Paine gave a review of bids received and what was liked and disliked. Chief Paine also stated that he asked about pricing for a 2019 chaise and was quoted \$149,000 not including tax. Chief Paine stated that he was submitting a letter of intent the 2019 vehicle. After further discussion regarding pricing, the Board Members agreed that the price should be capped at \$150,000. Chairman Scott made a motion to cap the spending for a new 2019 ambulance at \$150,000. Mr. Beale seconded that motion. Chairman Scott asked for a vote. Ms. Varns, Mr. Scott, Mr. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

**10. NEW BUSINESS**

- a. Discussion and possible action to approve the Financial Report for March 2019.

Chairman Scott asked for a motion on this item. Ms. Perelli made a motion to approve the Financial Report for March 2019 as presented. Mr. Beale seconded the motion. Chairman Scott asked that Mrs. Wise read the Financial Summary Report to those present. There was no discussion and Chairman Scott asked for a vote. Ms. Varns, Mr. Scott, Mr. Fenton, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

- b. Discussion and possible action on presentation of proposed budgets for Fiscal Year 2019/2020. The Budget Committee will present three proposed budgets and the Board may choose to eliminate one or more of the options presented.

Chairman Scott asked for a motion to discuss budget presentations. Mr. Beale made a motion to discuss the budget proposals presented. Ms. Perelli seconded the motion. Chairman Scott started the discussion by clarifying the intent of the motion on the table and Mr. Beale noted that the Budget Committee had not finalized any form of the Budget to date. After further discussion it was decided to give an over view of the budget options being proposed.

Chairman Scott asked Mr. Beale to amend his motion. Mr. Beale amended his motion to: Have Chief Paine give highlights of the budget options being proposed. Ms. Perelli seconded the motion.

Chief Paine went through each column on the Budget worksheet, pointing out various tax rate scenarios and expenditure highlights.

The budget Committee will meet May 11<sup>th</sup> to continue working on the FY2019/2020 Budget.

- c. Discussion and possible action to vote to go into Executive Session for the purpose of interviewing an applicant for the current Board Member vacancy.

Chairman Scott asked for a motion on this item. Mr. Beale made a motion to vote to go into Executive Session and Ms. Varns seconded the motion. There was no discussion and Chairman Scott asked for the vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

The Board Meeting was recessed at 11:35AM.  
The Board Meeting was reconvened at 1:16PM

- d. Discussion and possible action to vote to appoint a new Board Member to fill the current Board vacancy.

Chairman Scott asked for a motion. Mr. Beale made a motion to appoint Mr. Larry Lambert to the Blue Ridge Fire District Governing Board. Ms. Varns seconded the motion. There was no discussion and Chairman Scott asked for the vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

Mr. Lambert will take the oath of Office and be seated at the next Board Meeting in May.

**11. AGENDA ITEMS OR NEXT BOARD MEETING**

- New Board Member to take Oath of Office.
- Discussion on proposed ambulance purchase
- Chief Paine’s Employment Contract – Executive Session Meeting

**12. ADJOURNMENT**

The Public Meeting of the Blue Ridge Fire District Board was adjourned at 1:20 PM.

Respectfully submitted: April 19, 2019

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Cynthia Perelli, Clerk of the BRFD Board

Minutes Approved: \_\_\_\_\_

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Cynthia Perelli, Clerk of the BRFD Board