



BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION SATURDAY NOVEMBER 20, 2021

- 1) Call to Order –Chairman Shannon Scott called the meeting to order at 10:05 AM.
- 2) Pledge of Allegiance: Chairman Scott led the assembly in the pledge of allegiance.
- 3) Roll Call of Board Members: Larry Lambert, Cindy Perelli, and Shannon Scott. Judy Varns was absent and there is one Board vacancy.
- 4) Review and adoption of agenda:
Chairman Scott asked for a motion to adopt the Agenda. Mr. Lambert made a motion to adopt the and Ms. Perelli seconded the motion. Chairman Scott modified the order of items on the Agenda, and moved Item 6), Reports and Correspondence, to the end of the Agenda. Ms. Perelli amended her motion to include this modification and Mr. Lambert seconded the amendment. There was no further discussion and Chairman Scott asked for a vote. The motion passed by unanimous vote.
- 5) Announcements: The next Board Meeting will be held December 18, 2021 at 10AM.
- 6) Call to the Public: No one had signed up to speak.
- 7) Old Business:
 - a) Discussion and possible action to approve Chief Paine’s Goals.
Chairman Scott asked for a motion. Ms. Perelli made a motion to approve Chief Paine’s Goals and Mr. Lambert seconded the motion. There was no discussion and Chairman Scott asked for the vote. There were two vote to approve and one abstention. The motion passed.
 - b) Discussion and update on review and possible rewrite of BRFD Policies.
Chairman Scott asked why the Board had not been given access to the Policies as requested. After some discussion Chief Paine stated that he could download those that had been completed so far and send them to the Board members email for review. There was no action needed by the Board.
- 8) New Business:
 - a) APPROVAL OF MINUTES
Discussion and possible action to approve minutes from the Board Meetings held October 16, 2021 and a Board Work Session held October 26, 2021.
Chairman Scott asked for a motion. Ms. Perelli made a motion to approve the both minutes with one vote and Mr. Lambert seconded. In the interest of time, Chairman Scott moved item 6) REPORTS AND CORRESPONDENCE to the end of the Agenda. Ms. Perelli amended her motion to include this change and Mr. Lambert seconded the amendment. There was no discussion and Chairman Scott asked for a vote. The motion passed by unanimous vote.
 - b) APPROVAL OF THE FINANCIAL REPORT:
Discussion and possible action to approve the Financial Report for October 2021.
Chairman Scott asked for a motion. Mr. Lambert made a motion to approve the financial report for October 2021 and Ms. Perelli seconded. Mr. Scott read the Financial Summary Report. Chairman Scott asked for the vote and the motion passed by unanimous vote.

- c) This item is a duplicate of item 1) under Old Business.
- d) Discussion and possible action to establish a Board Work Session to review and update the Board Mission Statement and Board Goals.

After some discussion January 10th 2022 was selected for the Work Session.

- e) Discussion and possible action to approve a Fire Protection Agreement for the Borr property.
Chairman Scott asked for a motion. Ms. Perelli made a motion to approve a Fire Protection Agreement for the Borr property and Mr. Lambert seconded the motion. After some discussion about the Work Session held previously it was decided to table this item until a final draft of Fire Protection template was available. This may require a Special Board meeting to address.
- f) Discussion and possible action to go into Executive Session to conduct an interview of a potential Board Member candidate.

Chairman Scott asked for a motion. Mr. Lambert made a motion to go to Executive Session and Mr. Perelli seconded the motion. Chairman Scott asked for a vote. Motion passed unanimously.

The Board meeting was recessed at 10:40

The Board meeting was reconvened at 11:40

- g) Discussion and possible action to approve the appointment of a new Board Member to the District Governing Board.

Chairman Scott asked for a motion. Mr. Lambert made a motion to appoint Mrs. Sylvia Meakin to the BRFD Governing Board. Ms. Perelli seconded the motion. There was some brief discussion and Chairman Scott asked for a vote. The motion passed by unanimous vote.

Mr. Meakin will take the Oath of Office at the end of the Board Meeting. Welcome Mrs. Meakin!

9) Reports and Correspondence:

a) Chairman's Report: none:

b) Chief's Report:

- There was no written report available when these minutes were written.

c) Updates to the Board:

- A summary of the weekly COVID numbers was given.
- Chief Pine gave a presentation from a recent trip he and Chief Richy had taken to the facility in Florida where the new engine was being built. There were many photographs showing various fire vehicles under different stages of productions. The purpose of this trip was to finalize certain design elements of the BRFD engine build.

d) Other Reports: none

10) Agenda items for the next board meeting

- Possible action on and update to the BRFD Board Mission Statement and Board Goals.
- Update on new engine build by Chief Paine.
- Discussion regarding having a lighted sign for the Fire Department near the entrance to CCP 8&9.
- Discussion and possible action regarding BRFD subscription service document.
- Move funds to the reserve account.

11) Adjournment:

The Board Meeting was adjourned at 12:27 PM.

Respectfully submitted: November 23, 2021

Cynthia Perelli
Clerk of the BRFD Board

Minutes Approved: _____

Clerk of the BRFD Board