



The Town of Clayton
Clayton Fire Advisory Board Minutes
SPECIAL MEETING
Thursday, February 9, 2017 @ 6:00 PM
Clayton Fire Station One

BOARD MEMBERS PRESENT:

Matt Sutphin
Paul Zais
Karen Patterson
Jim Mclaurin
JoAnn Hardee

STAFF PRESENT:

Christy Anastasi, Clerk to the Board

STAFF ABSENT

Chief Barbee

MEMBERS ABSENT:

Kenneth Wendel
Matt Vessie

1 CALL TO ORDER

a)

The meeting was called to order at 6:02 P.M.

2 OPENING REMARKS

a) Opening Remarks

Presenter: Matt Sutphin

Mr. Sutphin advised Board members the reason for the special meeting was due to no quorum at the January 26, 2017 meeting.

3 APPROVAL OF MINUTES

a) November 17, 2016 Minutes

ACTION: Approval of Minutes

Motion: Board Member Mclaurin

Second: Board Member Zais

Vote: Unanimous

4 REPORTS FROM FIRE CHIEF

5 OTHER BUSINESS

a) Election of Officers

Mr. Mclaurin nominated Matt Sutphin as chair for the Fire Advisory Board.

ACTION: Election of Officers

Motion: Board Member Patterson

Second: Board Member Zais

Vote: Unanimous

- b) Proposal to Remove 225 E. Second Street from Primary Fire District
Presenter(s): Board Members

Mr. Sutphin stated the citizen living at 225 E. Second Street has requested to be removed from the primary fire district. The citizen is wanting to build a garage. Due to the current Code no frame or wooden building or structure or addition may be erected, altered, repaired, or moved except in accordance with a building permit issued by the Inspections Department and approval from the board. An email was provided in the agenda packet from Amy Britt, Inspections Department, stating the Town of Clayton Inspections Department has no issues with the parcel located at 225 E. Second Street being removed from the Primary Fire District as it has been rezoned Residential and it is the only Residential parcel on that street that was incorporated into the Fire District.

ACTION: Approval of Removal of 225 E. Second Street from Primary Fire District

Motion: Board Member Sutphin

Second: Board Member Mclaurin

Vote: Unanimous

- c) By-Law Review Update Discussion
Presenter(s): Board Members

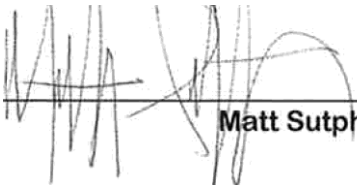
Mr. Sutphin stated a copy of the by-laws was provided in the agenda packet. Mr. Sutphin stated the by-laws currently state regular meetings shall be held at least quarterly. Mr. Sutphin stated the Chief would like the board to continue meeting every other month for this year. Due to several budget items within the department this year it is recommended that the board continue to meet every other month. Mr. Sutphin stated he would like all board members to review the by-laws before the next meeting and any concerns or possible changes can be discussed at the next Fire Advisory Board meeting on March 23, 2017 at 7:00 PM.

6 ADJOURN

- a) With there being nothing further, the meeting was adjourned at 6:15 P.M.

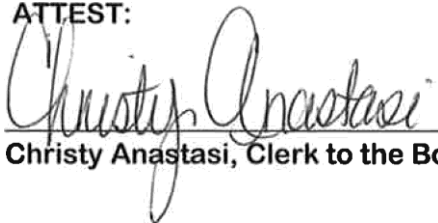
ACTION: Motion to Adjourn

Motion: Board Member Zais
Second: Board Member Patterson
Vote: Unanimous



Matt Sutphin, Chair

ATTEST:



Christy Anastasi, Clerk to the Board