



**Town of Clayton
Clayton Fire Advisory Board Agenda
Thursday, May 23, 2019 @ 7:00 PM
Clayton Fire Station One**

1. CALL TO ORDER

2. OPENING REMARKS

3. APPROVAL OF MINUTES

- a. Draft Minutes
 - March 28, 2019

[March 28, 2019 DRAFT Minutes](#)

POTENTIAL ACTION: Adoption of March 28, 2019 Minutes

4. REPORTS FROM FIRE CHIEF

- a. Fire Department Update
Presenter: Lee Barbee, Fire Chief

5. OTHER BUSINESS

- a. 2019 Annual Advisory Board Update to Town Council
(Scheduled for August 5, 2019)
Presenter: Matt Sutphin, Chair
- b. Eastern Carolina Firefighters Association Meeting Update
Presenter: Matt Sutphin, Chair
- c. New Engine 2 Tour
Presenter: Matt Sutphin, Chair

6. ADJOURN



Town of Clayton
Clayton Fire Advisory Board Minutes
Thursday, March 28, 2019 @ 7:00 PM
Clayton Fire Station One

BOARD MEMBERS PRESENT:

Matt Sutphin, Chair
Matthew Vessie
Paul Zais
Karen Patterson

STAFF PRESENT:

Jason Thompson, Council Member Liaison
Heidi Holland, Deputy Town Clerk

MEMBERS ABSENT:

Brian Maynard
Edwin Aldridge

1 CALL TO ORDER

- a) The meeting was called to order by Mr. Sutphin at 7:14p.m.

2 OPENING REMARKS

3 APPROVAL OF MINUTES

- a) Draft Minutes
January 24, 2019

ACTION: Adoption of January 24, 2019 Minutes

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

4 REPORTS FROM FIRE CHIEF

- a) Fire Department Update
Presenter: Lee Barbee, Fire Chief

Mr. Sutphin stated the department went before Council and was approved to apply for the SAFER grant. In this grant they applied for 15 people. In the SCVA grant, they put in for 11 air packs which breaks down to about \$100,000. If the department is approved for this grant they will only have to pay about 10% of that cost. This will replace about 1/3 of the current air packs.

Mr. Sutphin stated calls have been steady and everything has been running smoothly.

- b) Budget Update
Presenter: Matt Sutphin

Mr. Sutphin stated it's the middle of budget time and they have been meeting with Council on budget items. By the next advisory meeting, they will know what has and has not been approved and will go more into detail about the budget update.

5 OTHER BUSINESS

- a) Recent Promotions
Presenter: Matt Sutphin

Mr. Sutphin stated they have been running through the promotion process. Kevin Stancil was promoted to Fire Inspector, he will begin that position April 29th and will be working directly under Tony. The position for Captain is still available. Stacy Turner will be promoted to Captain on April 29th. They ran the engineer's process right after that which was Stacy's spot, Corey Beard will fill that position. Next week they will run process to fill that position. There are 3 internal applicants and around 7-10 external applicants in this process.

- b) Fire Engine Update
Presenter: Matt Sutphin

Mr. Sutphin stated Engine #2 is almost complete, it is in its final phases and is on schedule. April 15th will be the week of the final inspection. If there are no issues with the inspection, it will be here a couple weeks after that. It may have to go to Fayetteville or Greenville first to do a couple in service items. By the middle of May the new engine should be here and in service.

Mr. Sutphin presented a few slides of the new engine. This is like a sister engine to the one they currently have, there are only slight modifications. He stated all three trucks on scene look very similar and will all be less than 5 years old. He stated the trucks now get ran a lot more than they used to and are used a lot more in training exercises. Mr. Sutphin stated this will be the first engine since he can remember that has almost all new equipment, about 80% of the equipment on this engine is brand new.

Mr. Sutphin discussed there was an in-house hose study and the department decided to switch over the current hoses to Tru-ID hoses. When they switched over to different nozzles it was decided to change hoses. This is the first time the department has switched to a different brand. Over the years they will start rotating out the old hoses to the new brand.

- c) Eastern Carolina Firefighters Association Update
Presenter: Matt Sutphin

Mr. Sutphin stated the Eastern Carolina Firefighters Association will be held April 11th at Caterpillar, dinner will be at 6:30p.m. The Insurance Commissioner for the State will be going on a tour of Caterpillar with Mr. Sutphin, Mr. Barbee and the Board Members of the Eastern Association. Elected officials from the Town and County as well as a few State

officials have been invited to this event. The original headcount for this event was 130, the food and seating has been increased to accommodate 160 people. Redneck BBQ Lab is providing the food, courtesy of Local Government Federal Credit Union and Jay Howell with Code 3 Insurance. The majority of the seating will be at the outdoor covered pavilion, this will seat 130 people. There will be big screen TV's and speakers outside and some indoor seating. Mr. Sutphin stated there will be a process to get in, he will send that information out to everyone.

Caterpillar will do all of the setup and breakdown, Mr. Sutphin stated they have been big help in this process. There will be a few vendors at this event, also the Sheriff's office is bringing a new piece of equipment, a Sherp, this will be on display as well as a few firetrucks.

6 ADJOURN

- a) Motion was made to adjourn at 7:41 p.m.

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

Duly adopted this the 23rd day of May, 2019.

Matt Sutphin, Chair

ATTEST:

Heidi Holland, Deputy Town Clerk &
Clerk to the Board

March 28, 2019
Minutes