



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Fire Marshal

Board Action

File #: 17-062

Commissioner Grant - Fire Marshal - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Lowell Volunteer Fire Department **(\$10,000)**

STAFF CONTACT

Eric Hendrix - Fire Marshal - 704-866-3231

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transferring accumulated funds from Fund Balance Appropriated Account to Lowell Volunteer Fire Department Subsidies Account

BACKGROUND

Chief Scott Moore submitted a spending plan (see attached) and Lowell's request for approval to ask the Commissioners to release \$10,000 of their reserve money to them. Lowell will use the reserve funds to engage the services of Management Solutions for Emergency Services, LLC (MSFES) to cover the agreement and to provide risk reduction services for their department as described in the attachment. David Toomey made a motion to recommend to the Commissioners that they release \$10,000 reserve funds to Lowell. Jeff Hovis seconded the motion. There was no further discussion or opposition. The vote was unanimous. The motion carried.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request; Lowell VFD's Spending Plan for Reserve Funds

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	Brown	Fraley	Grant	Hovis	Keigher	Philbeck	Worley	Vote
2017-081	03/28/2017	RW	TK	A	AB	A	A	A	A	A	U


DISTRIBUTION:

Laserfiche Users

A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 4340 Fire Marshal
Dept # Department Name

Department Director's Signature 2/21/2017
Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments *

* Requires resolution by the Board of Commissioners

Resolution #

Date

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	PROJECT	AMOUNT
	Fund - Dept - Subdept - Div - Acct - Subacct xx - xxxx - xxxx - xxxx - xxx - xxx	SUBPROJECT xxxxx - xxxx	Whole Dollars Only (See Note Below)
Fund Balance Appropriated	28-9900-991-500		(10,000)
*Additional Subsidies (A/S)			
Lowell: A/S	28-4420-699-036		10,000

JUSTIFICATION FOR REQUEST:

Chief Scott Moore submitted a spending plan (see attached) and Lowell's request for approval to ask the Commissioners to release \$10,000 of their reserve money to them. Lowell will use the reserve funds to engage the services of Management Solutions for Emergency Services, LLC (MSFES) to cover the agreement and to provide risk reduction services for their department as described in the attachment. David Toomey made a motion to recommend to the Commissioners that they release \$10,000 reserve funds to Lowell. Jeff Hovis seconded the motion. There was no further discussion or opposition. The vote was unanimous. The motion carried.

APPROVAL SIGNATURES:

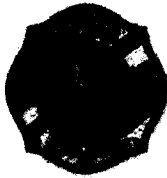
County Manager/Interim Assistant County Manager _____ Date _____

Financial Operations Manager/Asst. Financial Operations Mgr. _____ Date _____

Interim Budget Administrator _____

Date _____

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



Lowell Volunteer Fire Department, Inc.

202 Groves Street
Lowell, NC 28098

February 1, 2017

Gaston County
Fire Marshal, Eric Hendrix
615 North Highland Street
Gastonia, NC 28053

Re: Overage Funds

Dear: Gaston County Fire Advisory Board

The Board of Directors have voted to engage the services of Management Solutions for Emergency Services, LLC. (MSFES). MSFES has a partnership with our insurance carrier VFIS. This company was established to provide risk reduction services to fire departments across the state and, to date, has completed over one hundred fire departments. The services we have engaged MSFES to perform are detailed as follows:

Large Risk Reduction Program - \$8,000.00 + Millage

Facilitate construction of a newly revised set of non-profit corporate bylaws; update the fire departments articles of incorporations; review the fire departments insurance policies to ensure adequate coverage for management and general liability; pull the criminal history of all fire department members and assist with any risks identified; build adequate and legal administrative policies; provide risk reduction forms to protect the department.

Annual Risk Reduction Agreement - \$2,000.00 Per Year

This program was built by MSFES, VFIS and attorneys with Legal Solutions for Emergency Services, LLC. (LSFES) to ensure protection against a multitude of legal issues related to volunteers, employees and potential applicants of the fire department. The program includes but is not limited to the following: Consultation time in human resources, criminal history checks on all new applicants, 24/7 criminal monitoring of all fire department staff, drug and alcohol testing kits that allow 24/7 testing capabilities, ethics hotline for our staff's protection, articles, bylaws, and policy updating, bi-monthly newsletters and much more.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Scott Moore".

Scott Moore
Fire Chief
Lowell VFD

Budget Request:
Fire Department:



Source			% Change
	Actual	Requested	
District Tax			0
Fund Raising			0
Other		\$10,000.00	
Total	\$0.00	\$10,000.00	
121 Salaries & Wages: Regular			0
122 Salaries & Wages: Overtime			0
170 Board Member Expenses			0
181 Social Security Contributions			0
182 Retirement Contributions			0
183 Hospitalization Insurance Contributions			0
184 Disability Insurance Contributions			0
189 Fringe Benefits			0
191 Professional Services: Accounting			0
192 Professional Services: Legal			0
193 Professional Services: Medical			0
194 Professional Services: Banking			0
199 Professional Services: Other		\$10,000.00	
211 Janitorial Supplies (Housekeeping)			0
212 Uniforms			0
220 Food & Provisions			0
231 Educational Materials			0
251 Motor Fuels & Lubricants (Gas, etc.)			0
260 Office Supplies			0
311 Travel & Training			0
321 Telephone			0
325 Postage			0
331 Utilities (Heat/Light/Water/Gas)			0
341 Printing			0
351 Buildings & Grounds Maintenance			0
352 Equipment Maintenance			0
353 Vehicle Maintenance			0
391 Legal Advertising			0
433 Lease Purchase - Vehicles			0
450 Insurance & Bonding-Workers Comp.			0
491 Dues & Subscriptions			0
510 Equipment & Furniture			0
580 Improvements (Building, etc.)			0
590 Other Capital Outlay			0
1410 Reserves (For Future Purchases)			0
Debt Service			0
Other			0
Total	\$0.00	\$10,000.00	