

**Pelham-Batesville Fire Department**  
**Board of Fire Control**  
**Commission Meeting Minutes**  
**Monday, February 19, 2024**

1. Chairman Frank Cox opened the meeting at 7:00 PM at Headquarters located at 3050 S. Highway 14, Greer. Members present were Chairman Frank Cox, Greg Jackman, Keith Poole, and John Parkins. Others present were Chief Phill Jolley, DC Carey Ballew, AC Drew Padgett, BC Brandon McNeill, Captain Mark Burns, Barry Pittman, and Rainbow Moore.
  - a) John Parkins made a motion to approve the agenda as written. Greg Jackman seconded the motion and all members approved.
2. Greg Jackman made a motion to accept the minutes as written for the regularly scheduled meeting on January 15, 2024. Keith Poole seconded the motion and all members approved.
3. Financial Report:
  - a) John Parkins presented the financial reports for January 2024.
4. Old Business:
  - b) AC Padgett updated the Board regarding the progress of the new training project at HQ. Edifice gave Gray Engineering the “as-built” plan, but we are still waiting for the recorded copy of the survey from the county.
  - c) Chief Jolley updated the Board on the USDA loan process letting them know that the paperwork has been submitted to the USDA and we should hear back in a few months.
5. New Business:
  - a) Chief Jolley presented a draft edition for a Meeting Conduct policy. The Board was asked to review at their leisure and make any recommendations, edits and/or revisions.
  - b) Assistant Chief Padgett presented a Capital Equipment Request for the 9003 Communications budget. The requested budgeted item was for a portable radio, and it was budgeted at \$3,200.00. Kimball Communications currently has the radio on sale for \$1,951.85 and we could get it as early as next week. John Parkins made a motion to purchase the radio at a purchase price not exceeding \$2,000.00. Keith Poole seconded the motion and all approved.
6. Reports:
  - a) Response and Inspection: None
  - b) Other Reports: None

c) Chief Reports:

- Chris Stone, architect for the Station 4 project, should be ready soon for us to start accepting bids for the project.
- Pre-con for the latter truck should be in April. Pumpers' pre-con is unknown currently.
- Next regular Commissioner's Meeting that was scheduled for March 18, 2024, has been rescheduled to March 25, 2024, due to scheduling conflicts of two board members. The meeting will begin at the regular time of 7:00 PM.

7. Keith Poole made a motion to adjourn the meeting at 7:18 PM.

Respectfully,

Greg Jackman, Secretary