



Broad & Gales Creek Community Association, Inc.

3010 Hwy 24, Newport, NC 28570

Phone: 252-222-3700

<http://broadandgalescreekca.org/>

Tony Bello, President
Steve Phifer, Vice President

Sallie Salter, Secretary
Jeff Batten, Treasurer

Minutes of the Regular Monthly Meeting February 11, 2021

Meeting was called to order at 7:00PM

Board Members Present:

Tony Bello, Steve Phifer, Jeff Batten, Sallie Salter, Ryan Garcia, Dusty Desteunder, Robert Lewis, Missy Rhodes, Melinda Ward, Tony Matthews

Community Members Present: Mark Rippeth, B.J. Reed, Jacob Styron, Julie

Secretary's Report:

1. Roll Call
2. Minutes were issued for January approval.
 - a. Motion to accept by Robert Lewis
 - b. Seconded by Tony Matthews
 - c. Motion passed

Treasurer's Report: Jeff Batten reported

1. Review Treasurer's Report and financial statements
2. Question on Miscellaneous Expenses by Tony Bello
 - a. Some invoices reflect outstanding checks that have not been cashed.
 - b. Check received for fire hose bounced and will be followed up by Jeff.
 - c. Issue from Lowe's but getting straightened out by Jeff.
 - d. Late postage coming in
- a. Motion to accept by Sallie
- b. Seconded by Missy Rhodes
- c. Motion passed

Fire Department Report: Chief Tony Matthews Reported

1. Emailed received, reading report, copy and attach report
2. Fire Department Report:
 - a. Slow month, no major issues or incidents
 - b. Chief has been working on the budget to be approved by the Board by March 5.
 - c. A special meeting will need to be called for approval.
 - i. President Tony Bello will call the meeting once the budget is complete, most likely the last week of the month.

EMS Report: Chief Melinda Ward Reported

1. E.M.S. is about the same. As vaccines are available please get a shot. The prediction at this time is mask will not come off for a while. It will be summer if it even happens. We are still busy. Budget planning is

now going on. We will be having more volunteers in the next 2 months. We are excited to see some new improvement.

2. Working with CDC concerning COVID
3. Volunteers are coming in. Currently 10 on staff
4. Ebola is coming back per an email by CDC
5. County is asking for volunteers to help with vaccine administration at the old K-Mart building. Mostly for registration and check-in. Vaccines may be offered to volunteers.

Committee Reports: Steve Phifer

1. Building and Grounds
 - a. Steve Phifer:
 - i. Floors at Community Building will be fixed
 - ii. Southern Security and Surveillance Incorporated Quote on camera system 16 channel with 8 cameras installed \$6,087.01. Includes a DVR, no subscription required. Stand-alone system hard wired, not wireless. Free app included that can be accessed by phones. Video only, no audio. Battery backup in case power is lost. 3 year warranty on cameras and DVR.
 1. Located up front down toward fire bays
 2. front entrance corner, parking lot, boat, Conex container, Two in the bays.
 3. Potential for adding up to 8 more cameras.
 4. Chief Tony Matthews reported that we have the funds to cover this expense.
 - iii. The Community Building had a few ceiling tiles fall down. A volunteer from Swansboro High School Carpentry Teacher, secured the brace to the block wall and re-attached the tiles.
 - iv. Ping Pong Table Donated by community member
 - v. The parking lot at the FD \$2,050.00 to seal the parking lot. Steve will need to check to see if that includes painting of the parking spots.
 - vi. Masonry teacher at White Oak High School will work with his students to fabricate and install curbs on the new spillways.
 - vii. Jacob Styron advocated for installing sides on the existing boat shelter to help extend the life of the vessel. Tony Matthews says that the Fire Employees and Volunteers can handle installation.
 - viii. Landscaping Bid expires in March. Demmis Perez will submit a continuation bid. Any other bids are welcome.
2. Bylaws
 - a. Robert Lewis: No Report
3. Community Services (*Community Building/Cemetery*)
 - a. Sallie Salter:
 - i. No calls for cemetery
 - ii. Rentals of community building are picking up.
 - iii. New curtains are being installed.
 - iv. Pool table is no good. A donor may be able to fix it or convert it to a different style.
 - v. Petition walls are not being used. Steve Phifer asked if Chief Tony needs it for the FD, it is not needed.
 - vi. Process seems to be working with getting keys to renters. Only one isolated incident where the key was not in the spot.
 - vii. Steve proposed some sort of box system to pick up the key and make the deposit.
 - viii. Steve talked with our attorney about operating the cemetery illegally. Tony Bello referenced the cemetery act and bonded with a \$50,000.00 trust and applied for the license annually. Possibility of civil and criminal prosecution of operating a cemetery without a license. Referred to New Business.

4. Ways and Means

a. Missy Rhodes:

- i. Missy and Sallie are working together to come up with ideas for fundraising.
- ii. Continue to work with word of mouth to solicit funds.
- iii. A donation letter was drafted to solicit funds for the park and community building.
- iv. Missy has been advertising on Facebook. Some responses have been produced.
- v. Tony Bello stressed that fire tax money cannot be used for community services, only fire prevention services.
- vi. Steve is working with the Big Rock Organization to sponsor the community association.
- vii. Ryan mentioned that Fireworks Studios would donate a live stream from the park or community building for advertising.

Old Business:

1. Playground Equipment Status

- a. No new updates since last meeting. Tony Bello is still working with Gene Foxworth, assistant county manager, and Bob Cavanaugh, county commissioner on a plan. He will find out if there has been any more movement.
- b. Jacob Styron expressed concern on the plan to give the deed of the playground to the county in exchange for purchasing and maintaining playground equipment, grounds, and restrooms. The county would assume the liability insurance on the playground in that plan. New equipment, basketball court, and restrooms to outfit the park could exceed \$200,000.00. Nothing has been finalized or approved, still in discussion with the county.
- c. Tony Matthews stated that all the insurance policies are all lumped together and can be covered under fire tax money.
- d. Tony Bello expressed that there are no physical deeds to the properties. Melinda stated that we never had original copies of the deeds. Records on file with the courthouse showing ownership by the Community Association. The Fire building is currently deeded to the finance company for fire trucks.

2. Copier Contract

- a. New copy contract with Copy Pro. If codes are needed, see Tony Bello. Fire Chief Tony has issued codes for any fire staff that was needed. Tony Matthews pointed out that there was no vote on the new contract. Chief Tony Matthews presented a motion to accept the contract. Dusty seconded. Motion passed.

3. Phone Bill Inquiry

- a. Checking on why the phone bill is so high. Jeff Batten will look into it.
- b. Chief Tony and Julie answered some questions on existing lines. 2 voice lines, fax line, data line, 2 fire call lines. We are currently using a digital phone system through NC Sound. It is a computer-controlled system that is in the server room. It has become very unreliable.

4. Parking Lot Sealant

- a. Steve will verify that the quote includes painting of parking spaces and covers both the Fire and EMS side. Steve moved to accept the bid not to exceed \$2,500.00 over bid to cover both sides and painting. Sallie moved to table the motion to the March meeting pending more information. Dusty seconded, passed.

5. Alison Bentz Review of Books

- a. Tony Bello stated that Alison has been working with Jeff and Julie over the past three weeks. The draft has been presented to the president; however, the final review has not been presented. Tony Bello expressed that we have a signed contract for her work with the association for the review.

New Business:

