



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 May 12, 2022

Meeting was called to order at 19:00

Board Members Present:

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

Community Members Present:

Jamie Waters, Henry Garcia, Rob Foisy, Michael Serrano, Dennis Gaither,

Secretary's Report: Sallie Salter

1. Minutes of the previous regular meeting were issued for approval.
 - a. Motion to accept Steve Phifer
 - b. Seconded by Dusty Desteunder
 - c. Motion passed

Treasurer's Report:

1. Review Treasurer's Report and financial statements.
 - a. Everything is financially sound, nothing outstanding.
 - b. Some line items are over based on some adjustments. Will even out when some items are keyed.
2. Motion to approve by Dusty Desteunder.
3. Seconded Steve Phifer
 - a. Motion passed

Fire Department Report: Chief Tony Matthews

1. Fire Department budget was presented to and approved by the Fire and EMS commission. Next up is the county approval and no issues are foreseen.
2. New SOP/SOG's written and new books made for the membership. I will be giving them out starting the 16th.
3. New extrication equipment has come in and has been placed on Engine 1
4. Tanker 1 was involved in a backing accident at the station and received some minor damage to the front. Estimate to repair is attached and need to know if the board would like to file a claim on the insurance or just repair. Past boards have opted to pay anything under \$10,000 to keep premiums down.
5. New subdivision being built off Pearson Circle @ 20 new residential houses.

EMS Report: No EMS report since no Chief present.

Standing Committee Reports

1. Bylaws: Robert Lewis
 - a. Draft has been started for changes.
 - b. Last meeting, discussion was made about former board members having free access to the community building.

- c. New Discussion of former board members that served 2 or 3 consecutive terms would have one free rental per year.
 - d. Tony Bello asked Robert to write it up as two terms for now and present it to the board at the next meeting for approval.
 - e. Robert asked for clarification on current EMS and Fire members have one free rental per year. That was verified by Tony Bello.
2. Building and Grounds: Steve Phifer
 - a. Concrete is finished for the community playground. Steve has solicited quotes to have the lines painted.
 - b. Steve is also looking into having the cement sealed.
 - c. Since the slab was raised, the goals are now 7" below regulation. Discussion on not much can be done about that.
 - d. The fence is open and will stay that way for now until all renovations have been completed.
 3. Community Services (*Community Building*): Sallie Salter
 - a. There are a few upcoming rentals for the community building.
 - b. Fundraisers will be coming soon.
 - c. Quotes have been given for the playground equipment. Holdup is due to setup costs. Tony Bello mentioned that the association will handle installation of the equipment.
 - d. Dusty questions how much money is left over after concrete and playground equipment is purchased. Jeff Batten said that there will be approximately \$1,000.00 after playground purchase.
 - e. A forklift or skid steer would be needed to unload the crates when delivered.
 4. Ways and Means: Missy Rhodes
 - a. No report.

Special Committee Reports

1. CPA Determination Special Committee: Jeff Batten
 - a. Jeff Batten recommended that we do not need to change firms. Since they hired a new associate to work with us, things are much better.
2. EMS Acquisition Committee: Steve Phifer
 - a. The EMS board did not approve the bylaw changes that were submitted by Tony Bello that included the acquisition of EMS by the Broad and Gales Creek Community Association.
 - b. The county will take over EMS on July 1. Broad and Gales Creek EMS Inc. will then be dissolved.
 - c. The EMS Acquisition Committee will now be closed since the acquisition of EMS will not take place.

Stephen Rea, Carteret County Emergency Management Director attended the meeting to answer questions about the county takeover of EMS.

1. The county will be hiring positions to fill for paramedics and EMT for July 1 start.
2. He anticipates that some of the current employees will be hired if their certifications are up to date.
 - a. Ryan Garcia questioned why any of them would be currently employed if their certifications were not up to date.
3. Ryan Garcia asked what would happen to their donation money and since it was donated by the community, it should stay in the community.
 - a. Mr. Rae explained that is up to their board upon dissolution according to their foundation bylaws. The county has no control over donation money.
4. It was asked of Mr. Rae if the taxes would increase due to the county takeover.
 - a. Mr. Rae explained that when he did the budget, we are looking at 1.5 cent increase based on the decision of the county commissioners.

5. Steve Phifer inquired about a timeline of correspondence about the county occupying the association's building.
 - a. Mr. Rae said that they would schedule a meeting with Steve and Tony Bello the next week or so to discuss conditions of the county occupancy in the building.
6. Tony Bello mentioned that there have been some concerns in the community whether they were going to be covered up to July 1. Even though it has been conveyed that there will not be any lapse of coverage, there was still some apprehensions due to the current state of EMS.
 - a. Mr. Rea assured the board that the community will be safe and response times will not be affected. They county is keeping tabs.
 - b. Ryan Garcia questioned oversight and lack of record keeping going on at EMS how they could guarantee that.
 - i. Mr. Rae explained that the issue with the certifications were simply a location issue of artifacts. That was straightened out the next day and everything is in order.
 - c. Jeff Batten explained that the county currently does not interfere with the daily operations of EMS. They have contracts that must be followed.
 - i. Ryan questioned how checks and balances were conducted.
 1. Jeff explained that is all laid out in the contract. If there is a breach of contract, the county simply cancels the contract.
7. Mr. Rea explained that the county has tightened up on contracts, however, both EMS and Fire have been doing good with their contracts and following protocol.
8. A question was presented by a community member about some sort of press release about the transition. He explained that many community members don't realize or understand that EMS and Fire are not one entity. The community should not assume that since the EMS is being taken over by the county that the Fire Department is not is good standing.
 - a. Mr. Rea stated that he was pretty sure that there would be some sort of press coverage after the commissioner meeting.
9. Steve Phifer questioned that since EMS is on the way out, what happens if they do not pay their part of the shared expenses or utilities up to July 1.
 - a. Mr. Rea explained that they have funds to for their bills but if there is an issue to contact him and he would take care of it.
10. Mr. Rea was questioned about how many crews were going to be on staff after July 1.
 - a. He explained that there would be one crew to start and after evaluation, if more than one crew were needed, they would accommodate.
11. A community member questioned Mr. Rea if the county was investigating the practices and misappropriation of funds in recent weeks at EMS.
 - a. Mr. Rea mentioned that was being looked at.
12. Comments were made that this all may have a negative affect on the Fire department since most of the community do not realize that they are separate.
 - a. More comments were made that after July 1, there should be no former employees or board members on the property. Locks will need to be changed July 1.
13. Robert Lewis asked Tony Bello why the EMS board did not approve the presented Bylaw changes for the association to acquire them.
 - a. Tony Bello explained that they would not consider it since they would fall under Fire Chief Tony Matthews.
 - b. There was a recent Bylaw change allowed for the induction of Chuck Trader as the chief and a few other officers that previously would not have qualified for certain officer positions.

- c. The new slate of officers was in total agreement that they would rather the county takeover rather than the association.
14. Comments were made that once the community sees how the Fire department and County EMS work together, a lot of concerns will pass. Response times will increase, effectiveness of service will most likely be in a much better place. Especially since PRNs will be hired and under county supervision.

Old Business:

1. Draft of Financial Statement and Engagement letter.
 - a. According to the Financial Statement, Jeff Batten recommended that we split up some of the funds in the corporate account to stay legal with FDIC insurance.
 - i. No issues with the review and everything balance out. Clean report and the county should be happy. With board approval we will remove "Draft"
 - ii. The CPA hired Brad Ipock to work with us and everything is much for efficient and effective. With this, Jeff Batten recommends keeping everything in place with the CPA and approve the financial statement provided.
 1. Missy Rhodes moved to approve the financial statement presented.
 - a. Dusty Seconded.
 - b. Motion passed.
 - b. Jeff Batten presented the 990 Engagement Letter which would keep the current CPA for another year.
 - i. Steve Phifer moved to accept the engagement letter
 1. Missy Rhodes seconded.
 2. Motion passed.
 3. CPA Determination Committee is now dissolved.
 - c. Jeff Batten explained that we need to e-file our tax return with the IRS.
 - i. Missy Rhodes moved to e-file our tax return with the IRS.
 1. Steve Phifer seconded.
 2. Motion passed.

New Business:

1. Estimate for Tanker 1
 - a. Steve moved that we file the claim on insurance and put a cap of \$3,500.00.
 - i. Discussion against this to keep insurance rates from increasing.
 - ii. More sidebar discussion on whether an accident report was generated.
 - iii. Continued sidebar discussion on why the accident report was not generated and how the initial damage was not discovered with a pre-trip? The original incident was not reported right away and discovered several days later. Continued discussion on discernment.
 - iv. Tony Bello mentioned that a discussion needs to be held with the chief since the board typically does not get involved with day-to-day operations.
 - v. No second on the motion, motion dies.
 - vi. Continued sidebar conversations referencing line items, insurance requirements, policy and procedures, safety issues with the current condition of the tanker.
 - b. Dusty moved to have the tanker repaired with a maximum cap of \$4,000.00.
 - i. Steve Phifer seconded
 - ii. Motion passed
2. More discussion on preparations on the EMS takeover.
 - a. Utilities, what is shared
 - b. Association property over there that we need to collect and in container

- c. Lease agreement
- d. Next steps
- e. No motions during this discussion.

Adjournment:

- 1. Motion to Adjourn: Dusty
- 2. Second: Steve Phifer
- 3. Adjournment: at 20:21

Respectively presented by Secretary Sallie Salter.

Approved by: _____
 Initials Date