

## Meeting Minutes

Pursuant to Title 29, Delaware Code, Chapter 100, the Delaware Council on Volunteer Fire Service, created by House Bill 190 of Delaware's 141<sup>st</sup> General Assembly, held a meeting in Kent County on Thursday, November 15, 2018 at 9:00 a.m. in Room 219 of the Haslet Armory located at 122 William Penn Street, Dover, DE 19901. The meeting was called to order at 9:00 a.m. and was attended by:

Stephanie Scola, Department of Finance  
Bill Betts, Jr., DVFA President  
Richard Perillo, New Castle County Firefighter's Association  
Michael Layton, Kent County Firefighter's Association  
Alan Robinson, DE Fire Prevention Commission  
Warren Jones, Delaware Volunteer Fire Association

Council Members not in attendance:  
Ray Stevens, Sussex County Firefighter's Association  
Susan Steward, Office of the State Treasurer

A motion to approve the minutes of the September 4, 2018 meeting was made by Mr. Perillo and seconded by Mr. Layton.

### Status of the Revolving Loan Fund

Mrs. Scola informed the Council that there had been no change to the revolving loan fund since the last meeting held on September 4, 2018 and that the balance remaining available for funding was \$838,117. Five loan applications were to be considered by the Council.

### Laurel Fire Company

Ms. Scola indicated that Laurel Fire Company had submitted two separate applications. The first application was for \$175,000 for a new ambulance, a 2017 Horton Model 603f on a Ford F550 4x4 cab and chassis, at a cost of \$262,000. The second application, for \$70,000, was for the rehabilitation of a 2011 Horton Terrastar, Laurel's second ambulance, at a total cost of \$150,000. The lower interest rate will help Laurel curtail the cost of having to replace both ambulance units at the same time. The difference between the total cost of both units and the amount borrowed from the fund will be borrowed from a bank at 4.85%.

A motion to approve both loans Laurel was made by Mr. Betts and seconded by Mr. Robinson. The motion was approved.

### Wilmington Manor Fire Company

Wilmington Manor Fire Company submitted an application for \$175,000 for an ambulance replacing a 2004 Freightliner with over 291,000 miles. The total cost of the new Freightliner is \$289,944. The difference between the cost of the ambulance and the amount borrowed from the fund will be borrowed under a commercial loan at a fixed rate of between 5.25% and 5.5%.

A motion to approve the loan was made by Mr. Perillo and seconded by Mr. Layton. The motion was approved.

In addition to those loan applications included on the agenda, two additional applications had very recently received.

### Harrington Fire Company, Inc.

Harrington Fire Company submitted an application for \$160,000 for the purchase of a 2018 Ford/Horton ambulance to replace a unit that has incurred increasing maintenance costs. Total cost of the new unit, plus equipment, is \$219,728.30. The remaining amount will be taken from the company's cash balance.

A motion to approve the loan was made by Mr. Perillo and seconded by Mr. Robinson. As a member of the Harrington Fire Company, Mr. Layton abstained from voting.

### Little Creek Volunteer Fire Company

Consideration was given to an application received from Little Creek Volunteer Fire Company for self-contained breathing apparatus – SCBAs. During an evaluation of all the company's SCBAs, Little Creek decided to replace the entire SCBA inventory, including bottles, for fiscal purposes. Little Creek has provided a quote for 32 new Drager SCBAs to replace the 16 year old Fire Hawk SCBAs that are out of date. Total cost is \$215,873.

Little Creek's does not have a large fund drive and relies heavily on state and county funding. Borrowing through the manufacturer would increase the interest rate by almost 2.5%.

### Review of the Revolving Loan Fund Guidelines

Discussion ensued regarding the limit of \$50,000 for SCBAs and other equipment. On a motion from Mr. Perillo and Mr. Betts, the Council voted to create a new category for breathing apparatus, SCBAs and other equipment such as radios and gear with a loan limit of \$215,000 limiting the term of such loans to 5 years. In addition, a loan for this type of equipment will be permitted only once in a 15 year period. The motion carried.

At that point, Mr. Robinson offered a motion to approve Little Creek's loan in the amount of \$215,000 and, on a second from Mr. Perillo, the motion carried.

Continuing the discussion, Mr. Layton pointed out that the existing equipment category, designed to outfit apparatus, needs to continue and will remain at \$50,000. Upon a motion from Mr. Perillo and a second from Mr. Layton, the motion carried.

Both modifications will be made to the revolving loan fund guidelines.

#### Other Business

In keeping with the schedule established for 2018, meetings in 2019 will be scheduled for the first Wednesday in March, June, September and December. Those dates are:

Wednesday, March 6, 2019

Wednesday, June 5, 2019

Wednesday, September 4, 2019

Wednesday, December 4, 2019

#### Adjournment

Following a motion by Messrs. Perillo and Robinson, the meeting adjourned at 9:35 a.m.