

**CHARLTON COUNTY FIRE BOARD  
MINUTES  
MONDAY, JANUARY 22, 2024  
ST. GEORGE COMMUNITY ROOM  
6:00 P.M.**

1/22/2024 - Minutes

**1. CALL TO ORDER**

Those present were: President Lee Gowen, along with Fire Board members Jesse Crews, Kip Taylor, and Mike Harris; Fire Chief C. L. Lewis, Assistant Chief Williard Turner; County Administrator Hampton Raulerson; Secretary Jenifer Nobles; and visitors as recorded hereafter. Mr. Thompson was absent.

**2. INVOCATION AND PLEDGE TO THE FLAG**

Mr. Gowen led the Invocation and Pledge to the Flag.

**3. ADOPTION OF THE AGENDA**

Mr. Crews made motion to approve January 22, 2024 Agenda. Motion was seconded by Mr. Taylor, Board voted; motion carried unanimously.

**4. ADOPTION OF THE MINUTES**

Mr. Crews made motion to approve the September 25, 2023 Minutes. Motion was seconded by Mr. Taylor. Board voted; motion carried unanimously.

**5. FINANCIAL REPORT**

Mr. Crews made motion to approve financial reports, December, 2023 and January, 2024. Motion was seconded by Mr. Taylor, Board voted; motion carried unanimously.

**6. GUESTS**

None.

**7. REPORTS: GEORGIA FORESTRY COMMISSION: ROGER TODD**

Roger Todd, Georgia Forestry, was present and reported kbdi is 24. The ground is wet. There was 1 wildfire that consisted of 35.11 acres, all equipment is up and running, and fully staffed. Georgia Forestry is being reorganized. There are now 5 regions in the State, (Map becomes integral part of Minutes). Charlton County is in region 5.

**8. REPORTS - ONWR - ANDY HEISEY**

None.

**9. REPORTS:**

A. Scheduling of Tire and Oil Changes at Shop - Waiting for tire and oil changes to be scheduled. NFPA recommends every 8 years, this will include the majority of all vfd vehicles. Mr. Crews asked C. L. to

contact the shop and let them know this should be done as an emergency.

B. Youth Program - Landyn Shouse reported that there are now 10 members and approximately \$1,100.00 in the account. Mr. Crews commended the youth for their endeavors. Mr. Raulerson reported that, based on ACCG insurance coverage, the youth are not allowed in fire vehicles while responding to calls, and may help in "cold" zone, but not "warm" zone.

C. State Inspection - January 30 - Chief Lewis reported that the State will be here January 30 for inspections for training records and emergency vehicle inspections.

#### **10. PERSONNEL REPORT**

A. Assessment/Physicals Update - Camden County will provide IGA for Charlton to use clinic. Henderson Pharmacy in Ware County is available, and Care Spot in Jacksonville & Yulee are available. In order to use Amelia Medical, an appointment has to be scheduled.

#### **11. FIRE RUN REPORTS BY TYPES (ENCLOSED IN HANDOUT)**

Fire Run Report are an integral part of Minutes.

#### **12. COUNTY ADMINISTRATOR/CLERK REPORT**

Mr. Raulerson reported that officers meeting was held last week and was productive. C. L. and the fire department are working on updated job descriptions for volunteer positions and reducing the current sop's to better adapt to current volunteer status. Radios will need to be upgraded and purchased for the new 911 system. A procedure for returning radios to the department at time of departing will also need to be included.

Fire Banquet was not held in 2023 and the department is working to organize Banquet.

Mr. Raulerson will continue to find policy for firefighter reimbursement for future events.

#### **13. EXECUTIVE SESSION (IF REQUIRED)**

None.

#### **14. NEXT FIRE BOARD MEETING, MARCH 25, 2024 - RACEPOND FIRE STATION - 6:00 P.M.**

#### **15. ADJOURN**

Mr. Crews made motion to adjourn at 6:30 p.m. Motion was seconded by Mr. Taylor, Board voted; motion carried unanimously.