



**Clarke County Fire & EMS Commission**  
**Berryville-Clarke County Government Center, 2nd Floor**  
**101 Chalmers Court, Berryville, Virginia 22611**  
**Main Meeting Room**

MINUTES

December 9<sup>th</sup>, 2021 6:30 pm

Attendees: Diane Harrison, Chairman  
Van Armacost  
David Weiss  
Bryan Conrad  
Randall Loker

Absent: Tony Roper  
Randy Buckley

Staff: Chris Boies  
Pam Hess  
Melanie Radford

Item

1. Call to Order - Chairman Harrison called the meeting to order at 6:32pm.
2. Mr. Conrad made a motion to approve the agenda. The motion was passed with all in favor.
3. Public Comment - None
4. Mr. Armacost made a motion to approve the November 10<sup>th</sup>, 2021 minutes. The motion was passed with all in favor.
5. Budget Discussion
  - Requests from Companies - Mr. Chris Shipe, JH Enders Company, read and presented the following budget request.

The attached minutes are DRAFT minutes. While every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.



JOHN H. ENDERS FIRE COMPANY, INC. & RESCUE SQUAD  
9 SOUTH BUCKMARSH STREET  
BERRYVILLE, VIRGINIA 22611



December 9, 2021  
Clarke County Fire & EMS Commission  
RE: Enders Fire Co Budget Request for FY 2022-2023

Dear Commissioners:

John H. Enders Fire Company & Rescue Squad respectfully requests your support in replacing our aging 1991 Pierce pumper (Wagon 1). This is our primary response piece to structure fires, fire investigations, and any other emergency for which it is dispatched. At 30 years old, Wagon 1 has exceeded its life expectancy by 10 years. Though we have been able to keep Wagon 1 in service for an extra decade, its current condition and cost of repairs is no longer sustainable as a first-out fire apparatus. As the population grows in the Town and County, we must anticipate and be prepared for increased calls for service. This new pumper will enhance our ability to provide the best possible emergency services to the citizens of Clarke County.

Our volunteers have spent nearly two years diligently researching cost effective replacement options as well as external funding and grant opportunities. Unfortunately, pumpers are one of the more difficult fire apparatus for which to win grant funding and professional grant consultants have advised us that Enders would not have a viable application. In addition to replacing Wagon 1, we are also working to replace an ambulance and evaluating several needed upgrades to the facilities. For these reasons, we ask that the County assist Enders with this major purchase that will serve the citizens of Clarke County for decades to come.

The cost of a pumper has increased substantially from when we purchased this truck in 1991 for \$252,000. The bids received from four manufacturers indicate that the replacement cost will approach \$700,000 (the highest bids near \$800,000). Our volunteers have saved and allocated \$100,000 for this purchase. The Town of Berryville has committed to providing us with \$80,000 when funds are received from the *American Rescue Plan Act of 2021* and we anticipate an additional \$20,000 from the Town of Berryville's fire department capital expense fund. We humbly request that the County match our savings and join the Town in contributing \$100,000 towards this important purchase. This will allow us to apply a substantial down payment and receive the best financing possible. Our dedicated volunteers will work diligently over the next several years fundraising to retire this debt as quickly as possible. As an example of our astute financial stewardship, our recent \$223,000 loan on Truck 1 was paid off in just 2.5 years, 6.5 years earlier than the 10-year note. In that same period, we also purchased a new ambulance with assistance of an OEMS grant and made several enhancements to our facilities.

We thank you for considering this request and for all of the support that the County provides our volunteers.

Respectfully,

President

John H Enders Fire Company, Inc. is a 501(c)(3) tax-exempt non-profit organization. Federal Tax ID 54-6041675

The group discussed with Mr. Shipe the evaluation process Enders went through comparing used and newer apparatus, the cost estimate, negotiations, manufacturer's price increase, and if the purchase is locked in now, they will honor that price.

- Mr. Conrad mentioned that Boyce was not requesting anything additional for this upcoming budget year. They are working jointly trying to be approved for grants. Regarding the stipend increase from last year, Boyce is still requesting for it to remain as they are continuing to cover the expense of their paid staff.
- Mr. Boies updated the group with the latest on radio grant; estimating the costs would be under \$50,000.000 among the 3 companies and the County. He also informed the group that he did not hear anything from Blue Ridge regarding this budget cycle.

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- Update from Budget Committee Meeting Held December 6, 2021 – Mr. Boies briefly went over the information in the packets to educate everyone on what is in the budget now and how it is being spent. Mr. Jackson is working on the departmental request and should be given to Mr. Boies early next week before the next subcommittee meeting. The group deliberated on looking into dividing things out more by companies rather than by the County department, the rearrangement of the expenditure line items-more equitable way to manage, working on the CIP program to balance accordingly with the budget, understanding the process and the criteria-when does the County step in so every Company request is treated equally; this will be discussed further at a later time to include looking at the age, functionality, life of apparatus, standards with some variables based on usage, call volumes, mileage, etc. All parties need to come to the agreement on how to better the system in a positive way, lay everything out in a Countywide SOP, come up with the criteria and look at who needs what when to plan ahead, set up time tables, grants are not always conducive to count on and slows down the process, the needs of the County and how it affects the general population. Ms. Harrison tabled the discussion until after the budget is done and regroup in the spring. The group discussed the updates on the radio system; calls with VDEM for temporary or valid solutions to fix the problem, the expenses and moving things around to compensate, the Board had set aside money for the repeaters and could tap into those funds if needed since that expense was included in the grant request.
- 6. Emergency Operations Plan Update – Mr. Boies commented that VDEM had called a couple of weeks ago, the plan has to be approved in the very near future, to include a 4 year review, Chiefs comments, putting together a work group in 2022 for a thorough look through. The Pandemic appendix was added but the rest will stay the same for now; work will need to be done on it in the next year.
- 7. Company Updates – Mr. Armacost read the following for JH Enders.

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JOHN H. ENDERS VOLUNTEER FIRE COMPANY, INC.  
& RESCUE SQUAD  
9 SOUTH BUCKMARSH STREET  
BERRYVILLE, VIRGINIA 22611



### Enders' Company Update for Fire-EMS Commission

Presented on December 9, 2021

#### Fundraisers

1. Pancake Day on Nov. 21 was a success. In addition to the meal, we sold Ender's merchandise including t-shirts, mugs, ornaments, and stuffed dalmatians.
2. Merchandise was also sold at the Clarke County Holiday Market.
3. Our second appeal letter has been mailed to residents and Berryville businesses.
4. New Year's Eve Dance with Live entertainment scheduled for Dec. 31, 2021.

#### Grants

1. Applied for an OEMS grant for a new ambulance in Sept., notification is pending for Jan. 2022.
2. Enders is coordinating a regional communications grant with Companies 4, 8, and the County. Our first draft is under review by a grant consultant and the final submission is due next week. We hope to hear back in early 2021 for this 95/5 grant to replace the portable and mobile radios throughout the county.

#### Building Maintenance

1. We have ordered new mattresses and beds for the bunk room. The new beds will be twin XL providing a little extra room and slightly raised allowing for under-bed storage.
2. We are working on a multi-year plan for a variety of station repairs and upgrades.
3. Currently have a vendor scheduled to come and inspect our Furnace Boiler to meet the annual State inspection requirement and provide a certificate to our Insurance provider.

#### Training

1. Several members in FF 1 and EMT classes.

#### Volunteer Recruitment

1. Participated at the Berryville Holiday Market which was a great opportunity for public relations and to create awareness of the volunteer fire and rescue system in Clarke County.
2. Our radio, Facebook, and YouTube ads continue to bring in several interested members per month, as we interviewed 2 new prospects this past week.
3. Continue to develop large and active New Member Committee due to the volume of new membership applications coming in.

#### Other Points of Interest

1. Participated in the Berryville parade and had Santa at the station for free photos. Over 100 children came to visit.

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2. The John Nelson Carr memorial fund should be finalized and invested with the Community Foundation of the Northern Shenandoah Valley within the next couple of weeks.
3. We will be holding Elections of our 2022 Officers and Administration at the December 16<sup>th</sup> Company meeting. Also at this meeting our membership will be reviewing and voting on our proposed plans to purchase a new Pumper along with our financial obligations associated with this purchase.
4. We will have a Company holiday dinner party this Sunday 3pm at our Social Hall.
5. We have been contracted by Santa Claus to provide transportation around Berryville on December 18<sup>th</sup> at 3pm in order for him to convey to all the children it is only seven more sleeps until the Big Day.
6. Our annual Banquet will be Saturday January 15. Please mark your calendars.

On behalf of the John H Enders Fire and Rescue Company I would like to wish all our neighboring Fire Company's and our County associates a Merry Christmas and a Safe and Happy New Year in 2022.

Van Armacost – Enders Commission Representative.

Mr. Conrad informed the group that Boyce had their election last night with no significant changes, they held their annual tree lighting ceremony, Santa will be riding on the fire truck around town, they took in 3 new members, planning for one piece of equipment to be in the Christmas parade and the annual banquet is being held on January 8<sup>th</sup>, 2022.

No one present from Blue Ridge.

8. New Business - Nothing at this time.
9. Summary of Required Actions - Nothing at this time.
10. Mr. Armacost made a motion to adjourn. The motion was passed with all in favor at 7:23pm.

All meeting documents will be distributed at meeting. Next meeting is on January 6<sup>th</sup>, 2022 at 6:30pm in the Clarke County Government Center - Meeting Room AB.

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Minutes Transcribed by Melanie Radford

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