

**Rolesville Fire Service Unification Agreement**  
**Session #1 Agenda**

May 6, 2021 – 3:00 PM to 4:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/89241230721?pwd=ZldhOThuYmdXdUZZdGM5NmxDNWZmZz09>

Meeting ID: 892 4123 0721

Passcode: 376957

- I. Introduction of Participants (Kelly Arnold)
- II. Review of Proposal to Develop Agreement and Fire Department Interest – **found on next pages** (Kelly Arnold, Rodney Privette, and Darrell Alford)
- III. Ground Rules for this Session and Future Sessions – (Greg Grayson, Facilitator)
- IV. Unification Target Date
- V. Recognition of Current RRFD Service Levels in 2021 to be Continued Moving Forward
- VI. Review of Key Agreement Points
  - Organizational responsibilities
  - Employees
  - Town determination of full-time firefighter pay, benefit, and classification plan
  - Assets and determination of ownership
  - Town and County determination of budget and cost sharing via a new contract starting at the unification date
- VII. Schedule of Next Sessions

## **Proposal for Town of Rolesville, Rolesville Rural Fire Department, and Wake County To Develop A Fire Services Unification Agreement - April, 2021**

**Purpose:** To develop and agree to a legally binding unified agreement between Town of Rolesville (TOR), Rolesville Rural Fire Department (RRFD) and Wake County that would completely transition the personnel, operations, finances, equipment, and infrastructure of RRFD to the TOR for a newly established TOR Fire Department.

**Methodology:** A facilitated group negotiated agreement over the course of three to six months, conducted both virtually and in-person. Regular informational sessions with Boards and employees.

### **Participants:**

- TOR - Manager, Finance Director, and up to two (2) Commissioners or Mayor.
- RRFD - Fire Chief, Assistant Fire Chief, two (2) Full-time Firefighters, two (2) Volunteer Firefighters, up to two (2) Board members.
- Wake County - Fire Services Director, Assistant County Manager (as needed).

**Facilitator/Agreement Developer:** Greg Grayson, NC Fire Chief Consulting

**Unification Target Date:** July 1, 2022 through December 1, 2022.

**Framework of an Agreement:** The agreement will consider several benchmarks that can be attained from date of approval to unification date. Some potential benchmarks could include:

- Continuation of similar level of service as exists in 2021 for both the Town and for unincorporated areas.
- Town hiring of full-time Fire Chief through a selection process that will include RRFD and County assessors providing input.
- Transition dates, if different from Unification date, of:
  - Organizational responsibilities
  - Employees
  - Town determination of full-time firefighter pay, benefit, and classification plan
  - Assets and determination of ownership
  - Town and County determination of budget and cost sharing via a new contract starting at the unification date
- Determination of process for determining design and construction of a new fire station; this would include possible commitment by Town and County on fiscal year start and end date. Priority for location will be the three RRFD parcels but County has requested a data driven analysis based upon NFPA Standard for determination.
- RRFD and Town of Rolesville determination of current RRFD Board role after unification.

## RRFD March 9, 2021 motion to develop this agreement:

March 9<sup>th</sup>, 2021

Chairman Spence Jones called a special board meeting this date. All Board members were present. Also present was Sec. Treas. Frank C Pearce Jr., Chief Rodney Privette, Asst. Chief Donnie Lawrence, and Town Commissioner Jacky Wilson.

Chief Rodney Privette talked about Lillie Jones retiring and Edna Allison taking the job for a while. Edna's salary will be discussed later. Jacky Wilson spoke on behalf of the Town and what would happen if the Town took over the Fire Department. Enclosed is a letter from Commissioner Wilson and Town Manager Kelly Arnold.

After much discussion, a motion was made by Frank Hodge to pursue a merger of the Rolesville Rural Fire Department and the Town of Rolesville. This would include a consolidation agreement between Rolesville Rural Fire Department Board and the Town of Rolesville Board of Commissioners. Joel Keith seconded the motion. The motion was carried and approved by the Fire Department Board with a 6 to 1 vote.

Rodney presented a list of objectives for the Fire Department to consider prioritizing and the group decided to treat all equal.

Chairman Jones gave an update about the storage building project being changed to a wood structure instead of metal. Richard Bartholomew made a motion to proceed on with the project and Herbert Holding seconded. Motion carried.

No other business and motion made to adjourn by Herbert Holding and second by Richard Bartholomew. Motion carried.

Respectfully submitted,

Frank C Pearce, Jr.

Sec. Treas.

If it is of interest to have the employees of RRFD merge into the town of Rolesville as town employees, an agreement of consolidation must be reached between the RRFD board and the Town of Rolesville Board of Commissioners. This agreement must include an ultimate date of completion of the entire merger of the RRFD into the Town of Rolesville and the necessary steps (with dates of completion) which must occur in order to reach this final objective.

This does not mean that we have to wait until the entire consolidation is complete in order to merge the RRFD employees into the Town of Rolesville as town employees.