**Town of Rolesville, North Carolina**
**Fire Service Unification Initiative**
**Session #6 Working Notes**

**October 25, 2021 - 3pm-5:00pm – In Person – Rolesville Town Hall**

**Attendance:**

- Mayor Ronnie Currin, Town of Rolesville ron.currin@rolesville.nc.gov
- Commissioner Jacky Wilson, Town of Rolesville jacky.wilson@rolesville.nc.gov
- Commissioner April Sneed, Town of Rolesville april.sneed@rolesville.nc.gov
- Town Manager Kelly Arnold, Town of Rolesville kelly.arnold@rolesville.nc.gov
- Finance Director Amy Stevens, Town of Rolesville amy.stevens@rolesville.nc.gov
- Human Resources Director Lisa Alston , Town of Rolesville Lisa.Alston@rolesville.nc.gov
- Frank Pearce, Jr., RRFD Board Secretary/Treasurer N/A
- Herbert Holding, RRFD Board hholding@rolesvillefire.com
- Chief Rodney Privette, RRFD chief@rolesvillefire.com
- Assistant Chief Donnie Lawrence, RRFD AsstChief@rolesvillefire.com
- Captain Jacob Butler, RRFD jbutler@rolesvillefire.com
- Captain Brian Ward, RRFD bward@rolesvillefire.com
- Admin. Asst. Edna Allison, RRFD N/A
- Ashley Jacobs, Wake County Deputy County Manager Ashley.Jacobs@wakegov.com
- Darrell Alford, Wake County Fire Services Director Darrell.Alford@wakegov.com
- Greg Grayson, NC Fire Chief Consulting as facilitator only ggrayson@NCFireChief.com

Absent:

- Pres. Spence Jones, Rolesville Rural Fire Department (RRFD) Spence@actelectricinc.com

**A. Review of Working Notes from Session 5 :**

1. Highlights of Session #5 were reviewed by Greg Grayson. A correction was made to debt service on item A.5. Also, a correction to the statement on D.1. from the RRFD Secretary Treasurer was made. With those changes, concurrence was given from the group for Session 5 notes to be posted to the Town website following the meeting.

**B. Report from RRRFD Updating the Group on the Board's Position on Unification:**

1. Chief Privette reported that the RRFD had not been able to assemble the full Board of Directors as hoped for to take any official stance or adopt any resolution on their position with the unification/merger. Chief Privette advised that the RRFD would hold a special called meeting for mid-November, before Thanksgiving, to take such a position as requested by this collective group.
    a. Chief Privette reported that there was a vacancy currently on the RRFD Board. The RRFD Board is comprised of 7 members. Currently, all 6 RRFD Board members are from the unincorporated district with no RRFD Board members residing within the Town of Rolesville.

b. Mayor Currin asked about the status of filling the RRFD Board member position previously held by Frank Hodge and expressed a desire to fill that Board vacancy with a Town resident.
c. Chief Privette reported that the RRFD had some prospects for the 7th Board member that would be a Town resident. Also, he noted that two of the current six RRFD Board members lived in the Rolesville extraterritorial jurisdiction (ETJ) portion of the unincorporated fire district.
d. Chief Privette advised the next regular meeting of the RRFD Board was December 2, 2021, aside from the special called mid-November meeting.

**C. <u>Report from Wake County on Preliminary Information on Location Modeling for Possible Rolesville Fire Station #2:</u>**

1. Wake County Fire Services Director Darrell Alford presented a detailed report to the group regarding Wake County's policies related to the potential Rolesville Fire Station #2. Director Alford, at the request of this group last month, conducted a preliminary analysis of the area that would be most impacted with County staff. Discussion focused on the following components:
    a. Wake County utilizes a 7-minute travel time at the 90th percentile model as the service delivery standard throughout Wake County.
    b. For the area in question, the Old Pearce Road potential fire station site currently has 743 living units that would be served by this fire station. Note that Wake County uses current development and not future development when they conduct their station needs analysis planning.
    c. A review of the ten (10) most remote incident locations indicates that at the 90th percentile, RRFD was meeting Wake County's expected travel time performance standard without adding a Rolesville Fire Station 2. Therefore, Wake County's official position would be that they would only support Rolesville Fire Station 2 through the municipal/county cost share model. Based on the RRFD budget submitted to the County, that cost share split for this year is 54% Town of Rolesville and 46% Wake County.
        i. That final approval for municipal cost share level of support would go through three Wake County committees (a. Facilities, b. Administrative, c. Funding) and if favorable recommendations were received, would need to be approved by the Wake County Board of Commissioners.
    d. Continued discussion disclosed that the percentage of cost share support from Wake County would be on a diminishing scale with the financial support percentage from year to year as the Town of Rolesville grows each year. FY 22-23 would likely be a lower percentage than FY 21-22.
    e. Details were provided to the group that there were some homes that were currently not in an insurance rated fire district that would become in a rated fire district if Rolesville Fire Station 2 were built. It is a priority for Wake County

Government to get as many properties into a rated fire insurance district as possible. However, in Rolesville's case, the situation translates to approximately 35-40 homes and that number of homes alone would not change the County's capital expansion position to fund locating another fire station at this time, other than to support the municipal cost share model. Other areas of the county have a greater need/priority.

2. Town Manager Arnold inquired if a similar analysis could be conducted for the south side location due to the Town's growth in that area for comparative purposes, especially since the northern area (for Town purposes) was restricted by watershed requirements. Director Alford advised that analysis could be conducted if that was desired by most of the group.

3. Discussion from the group then focused on the need to upgrade and modernize the current Rolesville Headquarters Fire Station. Chief Privette agreed that there was a great need for building improvements and modernization of the 41+ year old building built in 1980. Chief Privette explained that the RRFD plan was to get Station 2 built and re-locate apparatus then conduct major renovation to the main station.
    a. There was consensus that deficits in the building included lack of fire sprinklers, lack of decontamination/separation space that has been highlighted with COVID, training space, separate sleep rooms to accommodate genders, needed operations space and the need to implement other best practices. Discussion was also held that renovation costs can exceed new construction costs, but that evaluation by qualified persons (specialty architects) would need to take place before that situation could be accurately determined.
    b. Further discussion was held about the possibility of first moving forward with upgrading the primary fire station first before a second fire station was constructed to address and enhance the immediate living conditions for the firefighters. In addition, some discussion was held about using land where the Chamber Building was currently located.

4. Visuals provided by Mr. Alford included:

## Town of Rolesville Fire Department Station 2 Proposal

**Location – Old Pearce Rd** ( 743 current living units in this service area )

| | | | |
|---|---|---|---|
| Service Demand | Total - 159 | County 136 | Percentage 86% |
| Population | Total 1965 | County 1840 | Percentage 94% |
| Valuation | Total $339,538,618 | County $301,178,957 | Percentage 89% |
| Area | 10.06 | County 9.39 | Percentage 93% |
| Heated SF | 1,743,998 | County 1,606,454 | Percentage 92% |

Cost Share Table with Inputs

| | | | |
|---|---|---|---|
| Service Demand | 35.00% | 86% | 30.10% |
| Population | 30.00% | **94%** | 28.20% |
| Valuation | 20.00% | 89% | 17.80% |
| Area | 7.50% | 93% | 6.98% |
| Heated Square Footage | 7.50% | 92% | 6.90% |
| Total | 100.00% | | **89.98%** |

Station District Map Provided on page 2

Based on GIS mapping and conclusion, more than 50% of the county residents within this new service area would see a 2 minute decrease in their response time ( NO AREA REDUCTION APPLIED )

GIS selected the furthest 10 points within the call set. As shown in the graph on page 3, addresses within this area, without this new station are within the Long Range Plan Standards & Guiding Principles of 7 minutes at the 90th percentile, and based on this small data set all areas would have an Effective Response Force arrival within the 12 minutes.

Not an EMS Co-Location

County Payment Options for 10 or more years would be available with the Town

Current Rolesville Fire Cost Share – 46.29%

Rolesville Fire Department current FY22 cost share of 46.29% would apply due to actual station applications being over Departments approved cost share per policy.

Based on approved policies – Wake County Fire Services ( finish this area )

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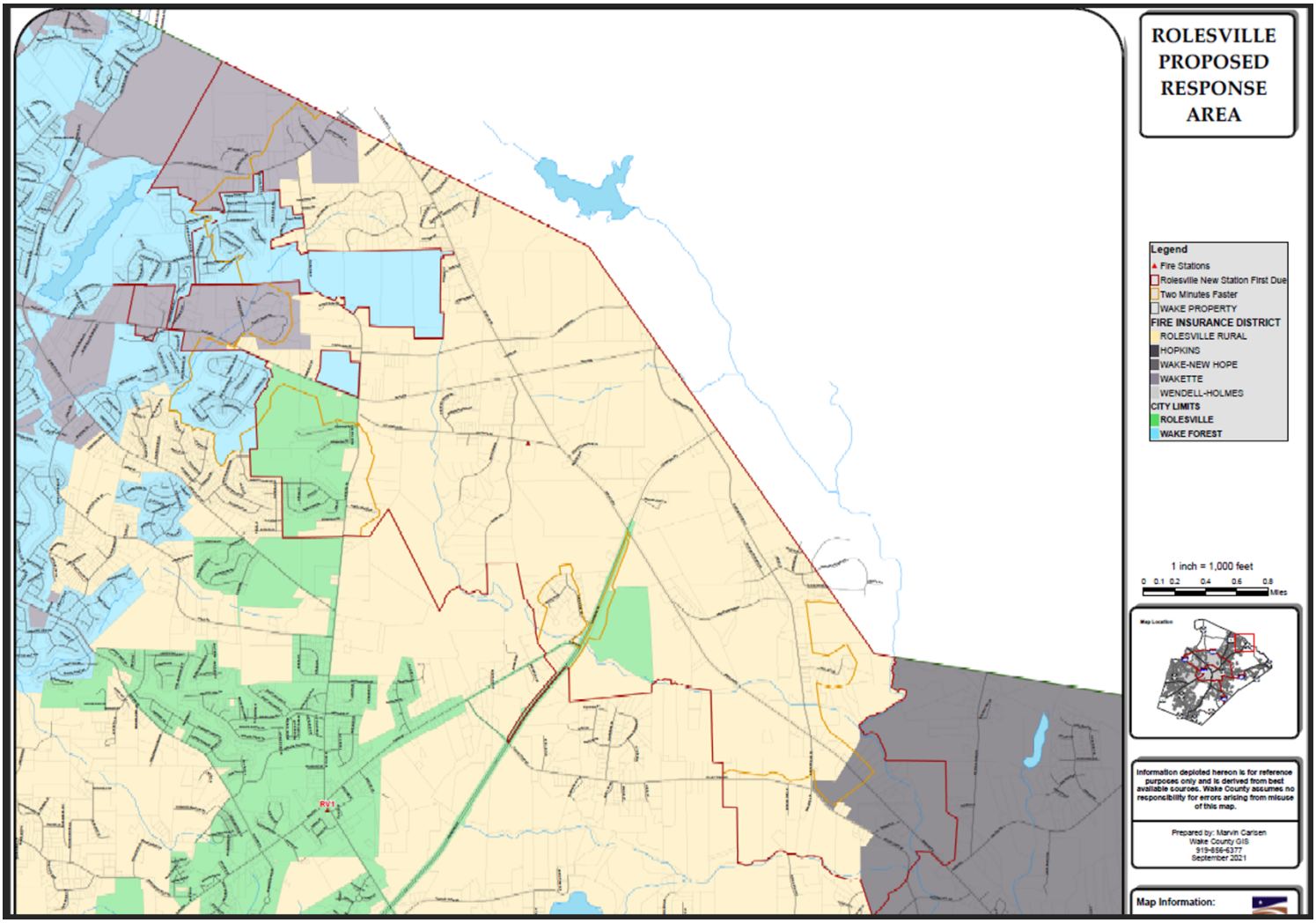


90th PERCENTILE: OPTION 1 (Utilizes the formula =PERCENTILE(Array,0.9) The array is the range of cells that contains the data you want to figure out the 90th percentile of.

| Response_D | Master_Inc | Address | City | Response_A | Code | Problem | OBJECTID | DISTRICT | Time | CAD Actual Travel | Sit Found | ERF Travel Arr | Notes |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2020-03-29 19:17:01.000 | 20-0045022 | 1601 Oak Grove Church Rd | Wake Forest | WFFD RURAL WFR48 | STRUC | Structure Fire Residential | 1 | WAKETTE | 7.51 | 5.20 | Nothing Found | n/a | |
| 2020-03-01 16:59:04.000 | 20-0031654 | Louisburg Rd / Moores Pond Rd | Wake Forest | ROFD RURAL RVR06 | 29B5 | MVC Injuries 29B5 | 2 | ROLESVILLE RURAL | 5.43 | 5.26 | MVA | n/a | |
| 2020-05-14 10:34:28.000 | 20-0063147 | 5809 Jack Jones Rd | Youngsville | ROFD RURAL RVR06 | EAME | Medical Alarm Activation | 3 | ROLESVILLE RURAL | 6.39 | | Medical Call | n/a | Responding from Quarry Rd |
| 2020-09-22 16:17:26.000 | 20-0127593 | 1800 Wait Ave | Wake Forest | WFFD RURAL WFR46 | 29B1V | MVC Injuries 29B1V | 4 | WAKETTE | 5.39 | 4.23 | MVA | n/a | |
| 2020-06-30 15:16:11.000 | 20-0085428 | 5337 Mill Dam Rd | Wake Forest | ROFD RURAL RVR06 | OUTSIDEF | Outside Fire | 5 | ROLESVILLE RURAL | 8.40 | 6.03 | In House Smoke Cond | 10.75 | |
| 2020-11-21 17:50:01.000 | 20-0157050 | 1925 Oak Grove Church Rd | Wake Forest | WFFD RURAL WFR48 | BRUSHSM | Brush Fire - Small | 6 | WAKETTE | 7.07 | 6.30 | Brush Fire | n/a | |
| 2020-10-27 00:35:05.000 | 20-0144338 | 8175 Zebulon Rd | Youngsville | ROFD RURAL RVR06 | TREE | Tree Down | 7 | ROLESVILLE RURAL | 7.77 | | Large Tree on Road | n/a | |
| 2020-11-24 17:36:19.000 | 20-0158503 | Wait Ave / Moores Pond Rd | Wake Forest | ROFD RURAL RVR06 | 29B9 | MVC Injuries 29B9 | 8 | ROLESVILLE RURAL | 6.48 | 4.55 | MVA | n/a | |
| 2020-12-03 11:17:41.000 | 20-0162682 | 7201 Barham Hollow Dr | Wake Forest | ROFD RURAL RVR06 | 36D4S | Pandemic Outbreak 36D4S | 9 | ROLESVILLE RURAL | 7.47 | 7.10 | Mecical Call | n/a | |
| 2020-12-26 18:14:04.000 | 20-0174798 | 5720 Pulley Town Rd | Wake Forest | HOPFD RURAL HOR01 | 29B1 | MVC Injuries 29B1 | 10 | HOPKINS | 7.14 | 6.23 | MVC | n/a | |
| | | | | | | | | | | | | | |
| | | | | | | | | | 90th = | 6.54 | | | |

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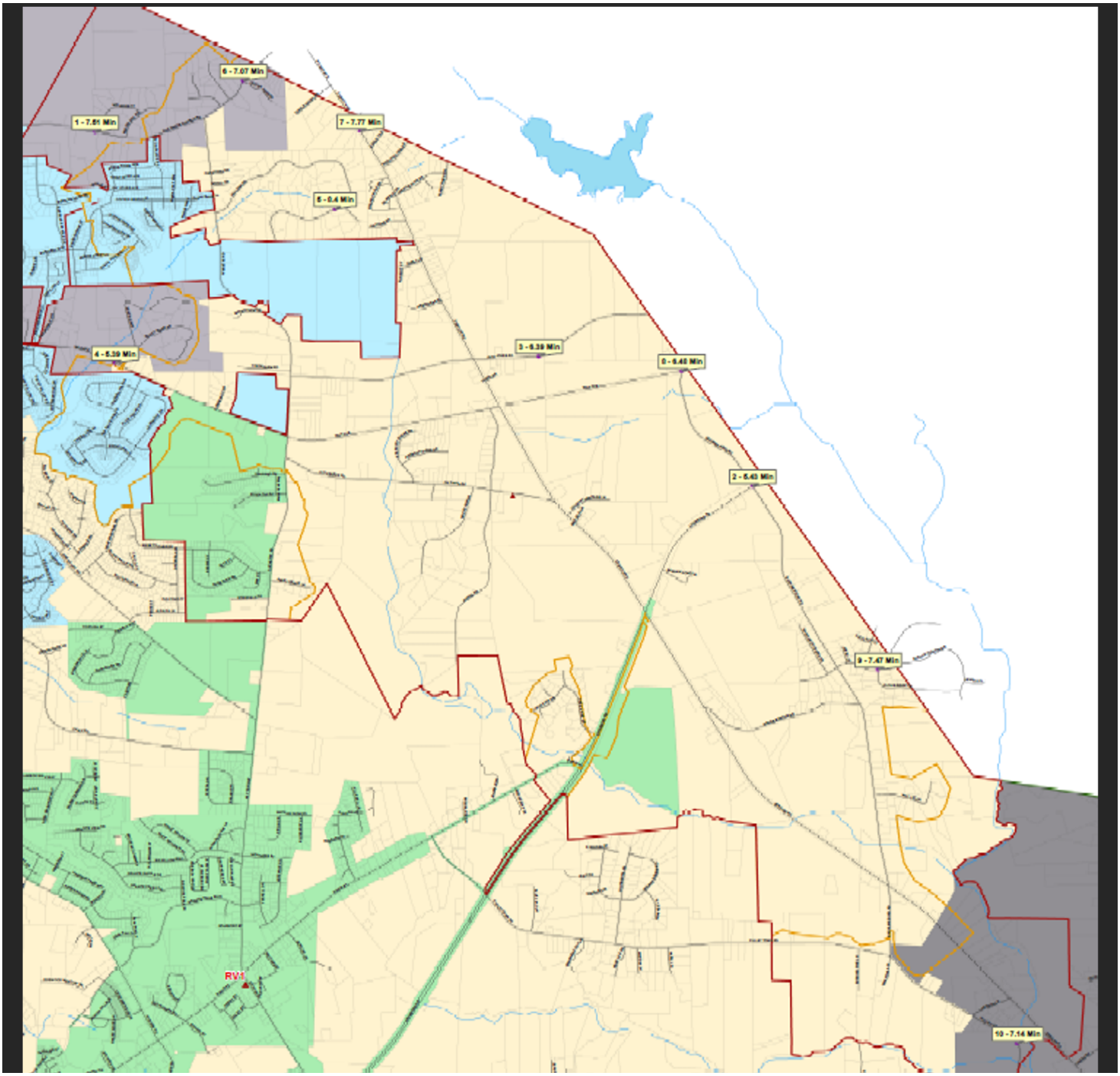

## Municipal Station Funding Questionnaire

### Rolesville St 2 ( Old Pearce Rd )

| | | |
|---|---|---|
| 1 | Will the proposed station cover any areas outside of any departments 5 mile assigned district? | Yes |
| 2* | Does the proposed new station decrease travel time by more than 2 minutes or more to 50% of impacted county residents? (if this answer is no, apply deduction in from area in cost share application) | Yes |
| 3 | Is there a plan for EMS to co-locate in this station? | No |
| 4 | Does the new station location create any areas that would be outside of any departments 5-mile district? (if this answer is yes, county would not be interested in moving forward) | No |
| 5 | Is the proposed new facility project cost going to be financed for 10 years or more? (if this answer is no, the county would ask that its portion of the funding be paid back over a 10 or more-year period, or other discussions would have to occur) | Yes |

- **FUNDING POLICY**
  - Wake County's cost-share financial obligation in support of a new facility will be paid in annual installments of no less than 10 years to the municipality on a schedule that coincides with the terms of the loan.
  - Total funding provided by Wake County as a whole should never exceed 49% of the total construction project cost.
  - A funding "cap" equal to the municipality's cost-share percentage should be maintained.
  - A deduction equal to the weighted total for county "area" in the approved cost share metrics should be applied to the total funding amount when significant response improvements are not realized in the county.
  - Any station rebuild or relocation shall not create district outside of any departments 5-mile response boundaries

**D. <u>Other Report Outs from the Group:</u>**

1. None were made due to time constraints.

**E. <u>Next Steps:</u>**

1. Mayor Currin advised the group that there was not a need for this collective group to meet again until the RRFD Board met and took an official position. The Town Board has established a consensus and the RRFD Board needs to take their official position so that this collective effort can move forward.
    a. The Town of Rolesville Board will hold a work session on November 16 as a tentative date.
    b. RRFD Assistant Chief Lawrence read a list of questions to the group that the RRFD Board needs to provide answers and direction on at their special called mid-November session to move this effort forward.
    c. Mayor Currin stated that the Town Board will honor the request for unification if they can, based upon what the demands of the RRFD are.

2. Today's presentation from Wake County clarified that Station 2 is not feasible under the RRFD model alone. To move forward with Rolesville Fire Station 2, it would have to be under the municipal model through the county/municipal cost share agreement funding.

3. There was final reflection that this effort was originally started to help best support the fire department employees as soon as possible. There was also reflection that the fire department would need to continue to equitably serve both the municipal and unincorporated areas in the most equitable manner possible.

4. The group was also reminded that a modernized service agreement was needed between the Town of Rolesville and the RRFD.

5. The RRFD must meet and have decisions made before a date certain can be set for this group to meet again and move forward. Notice will be given when that occurs.

**<u>Key Group Decisions Made During This Session (Session #6):</u>**

6a) Wake County fiscal support for Fire Station 2 will be possible only under the municipal cost share model with the Town of Rolesville. Current data does not support Wake County funding Rolesville Fire Station 2 in another manner under the current County policies.

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**Previous Key Group Decisions:**

5a) There was consensus understanding that a written agreement must be in place and that the Town must own property that any building was constructed upon using Town funds.

4a) There was consensus of the group that it was appropriate for the RRFD Board to handle securing an additional person on this work group to represent the volunteers if so desired.

4b) There was agreement and consensus that a merger/unification date would be effective on July 1 of a year.

3a) Agreement that the Town's web site will be the platform to house information about the potential merger/unification process to keep all stakeholders up to date.

2a) Agreement that the Town will set up a preliminary informational page on the Town web site regarding the unification process to keep all stakeholders up to date.

2b) Agreement that under a merger, any antique trucks would remain under the ownership of the private, non-profit corporation and would not become Town assets.

2c) Agreement to establish a budget subcommittee to project potential FY 22-23 costs should the fire department be under Town Government and report back to the full group.

1a) Agreement was to set the target date of merger/unification for July 1, 2022, with a revisit of that date in December, 2021 to determine the feasibility of that date.

1b) Agreement to keep volunteer firefighters and that message needs to be clearly articulated by all, to help counter any inaccurate media reporting.

1c) Agreement to support volunteerism and that a volunteer stipend was important and should remain regardless of any changes.

1d) Agreement that the mutual goal was to retain good fire employees and be able to recruit good fire employees in the future.

1e) Agreement that the current full-time fire employees would remain as Town employees if merged as long as they met the Town's minimum employment requirements.

1f) Agreement that after the merger, the Town would have the full responsibility of hiring new firefighters if someone left by attrition.

1g) Agreement that all fire employees would be required to operate under the Town of Rolesville requirements once they became employees of the Town.