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The regular meeting of the City Council was held in the Council Chamber, City Hall, at 4 o'clock P. M., Wednesday, January 20, 1943. Mayor Currie presided and the following members of the Council were present: Messrs. Albea, Beasley, Baker, Daughtry, Hovis, Painter, Price, Ross and Ward.

Councilmen Little and Slye were absent.

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CHARLOTTE HOUSING AUTHORITY PRESENTS ANNUAL REPORT TO COUNCIL.

Mr. Harold J. Dillehay, Executive Director of the Charlotte Housing Authority, presented to each member of the Council a copy of the annual report of his Board, and invited them to visit the two projects.

RESOLUTION EMPLOYING JOHN JAMES, SR., TO EXAMINE TITLES TO RIGHT OF WAY EASEMENTS BEING PURCHASED BY THE CITY FOR THE CROSS TOWN WATER MAIN.

The following resolution was unanimously adopted on motion made by Councilman Baker, seconded by Councilman Beasley:

WHEREAS, the City desires to acquire a right of way and easement over, through and across the property of E. C. Griffith Company and Piedmont and Northern Railway Company, and before doing so, desires to procure a certificate of title pertaining to same.

NOW, THEREFORE, BE IT RESOLVED that John James, Sr., be and he hereby is employed to examine the titles to said easement and right of way across the property of said parties and give the City a certificate of title pertaining to same, and also examine the agreements pertaining to said easement and right of way, at a total cost to the city of \$50.00.

INVOICE OF \$10 AUTHORIZED PAID FOR APPRAISAL OF PROPERTY ON SEIGLE AVE.

On motion made by Councilman Baker, seconded by Councilman Albea and carried, Mr. LeRoy Dulin is to be paid the sum of \$10.00 for making appraisal of property on Seigle Avenue, which was previously authorized. This payment is to be made from the fund set up for that purpose in the Tax office.

CHANGE IN CONTRACT WITH CALDWELL CONSTRUCTION COMPANY FOR TERRA COTTA PIPE.

On motion of Councilman Baker, seconded by Councilman Albea and carried, the contract entered into with Caldwell Construction Company on December 17, 1941, calling for 10 car loads (13,020 feet) of 8" terra cotta pipe, (but that due to war conditions, all of that amount was not needed and consequently not delivered) was authorized to be changed to cover the amount actually used and cancel contract covering the undelivered balance, amounting to \$2,789.67.

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PIEDMONT PRODUCTS COMPANY TO BE PAID FOR MATERIAL * REPAIRS TO INCINERATOR.

On motion of Councilman Albea, seconded by Councilman Painter and carried, approval was given for the payment of invoice in the sum of \$299.40 to the Piedmont Products Company, covering material used in repairing the East Unit of the Incinerator.

PURCHASE OF 500 POSTAL CARDS FOR WATER DEPARTMENT.

Approval was given for the purchase of 500 one-cent postal cards for use in the Water Department, in the sum of \$500.00 from the U. S. Post Office, on motion made by Councilman Baker, and seconded by Councilman Albea.

RESOLUTION PARK AND RECREATION COMMISSION PURCHASE FROM THE THOMPSON ORPHANAGE.

At the request of Mr. Charles H. Stone, of the Charlotte Park and Recreation Commission, the following resolution was unanimously adopted on motion of Councilman Baker, duly seconded by Councilman Beasley:

RESOLUTION CONSENTING TO THE PURCHASE
BY THE CHARLOTTE PARK & RECREATION
COMMISSION OF CERTAIN PROPERTY FROM
THE THOMPSON ORPHANAGE AND TRAINING
INSTITUTION.

WHEREAS, the Charlotte Park & Recreation Commission desires to purchase from the Thompson Orphanage & Training Institution a certain tract or parcel of land containing 6.2 acres more or less, located on the east side of Pearl Street, for a consideration of \$2500 and other conditions hereinafter mentioned for the purpose of providing recreation facilities for negroes,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlotte does hereby consent to the purchase by the Charlotte Park & Recreation Commission from the Thompson Orphanage & Training Institution of 6.2 acres of land more or less, located on the east side of Pearl Street, upon the following terms and conditions:

(1) The Charlotte Park & Recreation Commission will pay to the Thompson Orphanage & Training Institution the sum of \$2500 in cash.

(2) The Charlotte Park & Recreation Commission will plant or cause to be planted, and maintain at all times, a border of ever-green shrubs and tress covering a space in width of not less than 50 ft. across the entire west end of said property.

(3) The Charlotte Park & Recreation Commission will fence or cause to be fenced the entire area when material for this purpose is available.

(4) In the event the Charlotte Park & Recreation

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Commission, its successors and/or assigns, shall at any time desire to abandon said property for park and recreation purposes, then in that event said property shall be offered in writing to the Thompson Orphanage & Training Institution for the price of \$2500 and said offer shall remain open for a period of thirty days after same has been deposited in the United States mails, addressed to the Thompson Orphanage & Training Institution, Charlotte, N. C., with proper postage prepaid.

STREET ASSESSMENT FORECLOSURE ACCOUNT OF M. C. COGGINS, 1122 CLEMENT AVE.

Mr. E. S. DeLaney, Collector of Revenue, reported that the above mentioned property owner was served with a summons in foreclosure suit, and believing that his taxes was the only item outstanding against the property, he paid up several years taxes, through 1941, but that due to the fact that he did not read the summons and having the property in Building & Loan, he was under the impression that all street assessments had been taken care of and he did not know until after the property was sold and someone called the matter to his attention that the street assessments were outstanding.

The property in question was sold on January 4th. and bid in by the City of Charlotte at the price of \$310. The City's claim against the property, including 1942 taxes, amounted to only \$283.66; the bid exceeding the amount of indebtedness by the amount estimated as costs.

The property is Mr. Coggins' home and he has agreed that if the City will assign the bid to him he will pay the full purchase price as follows: \$50 cash and \$50 on the 1st and 15th of each month thereafter until the full amount has been paid. It was the recommendation of Mr. DeLaney that the proposition made by Mr. Coggins be accepted and that he be authorized to hold the matter in abeyance for the necessary time to permit payment in full under his proposition and that he be instructed to assign the bid to Mr. Coggins when the full amount has been paid.

Councilman Ross then moved that the City accept the proposition of Mr. Coggins under the terms as set out above, which was seconded by Councilman Albea and carried.

SPECIAL OFFICER PERMITS.

On motion of Councilman Beasley, seconded by Councilman Albea, Robert Emmet Howe was appointed a Special Officer on the premises of the Southern Railway freight house and railroad shop.

While on motion of Councilman Beasley, seconded by Councilman Painter, renewal of special officer permit for E. J. McKnight on the premises of John J. Morton Company was approved.

FIRE HAZARDS IN UPTOWN BUSINESS DISTRICT DISCUSSED.

Councilman Baker brought to the attention of the Council the fire hazards created by the placing of solid fronts on two buildings in the business district, one on West Trade Street and the other on North Tryon Street, and a discussion was held with Mr. B. A. Skinner, Chief Safety Inspector, regarding this. Mr. Skinner stated that there was no law to prevent this type of building but that he had talked with Chief Palmer, who referred him to the State Fire Marshall, and advised that Mr. Brockwell was coming to Charlotte after February 1st. to go over the matter with him. The Mayor asked that the City Manager keep the Council informed as to Mr. Brockwell's arrival in Charlotte, when further steps can be taken.

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OFFER ON LOT LOCATED AT 2600-04 SOUTH BOULEVARD DECLINED.

On motion of Councilman Ross, seconded by Councilman Baker, the offer of the Marshal Realy Company, to purchase property located at #2600-04 South Boulevard, was declined. This was the recommendation of the committee appointed to go into the matter.

CEMETERY DEEDS.

On motion of Councilman Baker, seconded by Councilman Albea, the following cemetery deeds and perpetual care agreements were approved for transfer:

B. L. Blackwell & wife, Fannie Blackwell, Lot #37 A-Annex, Elmwood	\$139.65
Perpetual care on same	99.75
Monroe Landreth, Jr., Lot #44, A-Annex	78.40
Perpetual care	56.00
Mrs. Minnie Reed Davidson Perpetual care on Lot No. 64 "R"	144.00
Transfer of Lot No. 75 Sec. "U" from Raymond R. Keplinger to Mrs. Lois B. Keplinger	1.00

FIRE DEPARTMENT RULES AND REGULATIONS ADOPTED. ORDINANCE APPROVING RULES & REGULATIONS FOR FIRE DEPARTMENT.

The following Ordinance was read by the Clerk and was adopted on three readings, on motion made by Councilman Beasley, duly seconded by Councilman Albea in each instance, after some discussion; whereupon the Mayor declared the ordinance adopted and the rules and regulations to take effect from and after its passage:

WHEREAS, W. Hendrix Palmer, Chief of the Fire Department of the City, has made a set of rules and regulations governing the Fire Department and has submitted same to the Council for approval and, whereas, effective upon approval by the Council of these rules and regulations he has revoked the rules and regulations now in effect in so far as the future conduct of members of the department is concerned, but has stipulated that the same are to remain in full force and effect with respect to prior conduct of members of the department to the end that previous violations of the same, if any there are, shall be dealt with according to law;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CHARLOTTE, N. C.:

1. That the following rules and regulations made and established by W. Hendrix Palmer, Chief of the Fire Department, be, and they are, approved and ordered to be carried into effect:

RULES AND REGULATIONS
of the
CHARLOTTE FIRE DEPARTMENT APPROVED
BY THE CITY COUNCIL OF THE CITY OF
CHARLOTTE.

The membership of the Fire Department shall consist of the following Officers and Men:

- Chief of the Department
- Assistant Chiefs of the Department
- Office Manager
- Superintendent of Fire Alarms and Assistants

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Fire Prevention Officer
Department Mechanics

Captains of Stations, Drivers, Tillermen, Hosemen,
Nozzlemen, Ladder Men, Fire Alarm and Telephone
Operators.

CHIEF.

Rule No. 1 The Chief of the Fire Department shall be the Chief Executive Officer of said Department, and shall be responsible for the discipline and efficiency of the same. It shall be his duty to see that the laws of North Carolina and the ordinances of the City of Charlotte pertaining to the said Department are properly enforced. He shall be accountable to the City Manager and the City Council for the faithful performance of his duties, subject to the provision that the City Manager is the administrative head of the City government and responsible for the administration of all the departments. All official instructions to him shall emanate from and be issued to him by the City Manager.

He shall be responsible for the proper care of all fire stations, apparatus and property of the City belonging to the said Department; he may promote and demote any employee of the Department; he may suspend, without pay, for a period of time not exceeding thirty (30) days any member of the Department for violating any rule or regulation; provided that if any member demoted or suspended wishes to do so, he may appeal from the order of the Chief to the Civil Service Board by giving written notice of appeal to the Chief within five days from the issuance of such order.

He shall have supervision over the purchase of Department supplies, and shall see that the same are issued to the several fire stations only on a proper requisition. He shall hold all assistant and company officers and other members of the Department strictly responsible for the proper discharge of their duties.

ASSISTANT CHIEFS

Rule No. 2. The Assistant Chiefs will perform such duties as may be assigned to them by the Chief of the Department, and such further duties as the necessities of the fire service may require; and in the absence, sickness or disability of the Chief, or if the position of Chief becomes vacant, the 1st Assistant Chief will discharge the duties of the Chief. In the absence ~~of the~~ sickness or disability of the 1st Assistant Chief, or if that position becomes vacant, the 2nd Assistant Chief shall assume and perform all duties herein mentioned. It shall be his duty to see that the Rules and Regulations are complied with, that the orders of the Chief of the Department are strictly enforced and that good order and discipline are maintained by officers and men, and he will promptly call the attention of the Chief to any neglect of duty, incapacity or violation of the Rules and Regulations or orders that may come to his knowledge, and give proper attention to all Department matters that may require immediate attention. He shall at all times properly assist the Chief of the Department in the discharge of his duties.

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In the absence, sickness or disability of the Chief, or if the position of Chief becomes vacant, the Council may at any time revoke the authority of the Assistant Chief who has taken the Chief's place and appoint an Acting Chief of its own selection.

CAPTAINS

Rule No. 3. Captains in charge of Stations will be held strictly responsible for the conditions, good order and efficiency of their commands at all times; they shall preserve order and discipline within the same, and require and enforce a thorough compliance with the Rules and Regulations governing the Department, and all orders of the Chief of the Department.

Rule No. 4. They shall account carefully for all property belonging to the City committed to their care; shall see that all apparatus, hose, tools and appliances placed at their Stations are kept thoroughly cleaned, in proper order and in condition for immediate use at all times; that Station buildings with their immediate surroundings and the furniture and fixtures within such buildings are kept neat and clean and in proper order.

Rule No. 5. They shall report promptly to the Chief of the Department all accidents that may occur to their men or apparatus; the sickness of any member of their command which renders such member unable to discharge his duties.

Rule No. 6. They will cause a Station Journal to be kept, upon which will be entered all supplies and appliances received, the time alarms of fires are received, the location of fires attended by their companies, the exact times their companies arrived at quarters upon returning from fires or alarms, the number of lengths of hose used at each fire, if any; if any unusual delay occurred in reaching a fire, state the cause clearly, the absence from quarters of any officer or member when an alarm of fire is received, and the cause of collisions or accidents to men or apparatus occurring at any time; the absence from duty of any member by reason of sickness; injuries received or leave granted, the return of such member of duty to be also stated; the date and number of all general orders or special orders received, together with any other matters pertaining to the condition or workings of the company necessary to be recorded. Such journal shall be kept promptly, shall be neatly written up, and shall be subject at any time to inspection of the Chief or Assistant of the Department.

Rule No. 7. They will see that economy and good judgment are exercised in the use of all supplies, and in the care and management of all property under their charge.

Rule No. 8. They will report to the Chief of the Department promptly any necessary repairs or improvements required at their respective stations.

Rule No. 9. They shall see that the sleeping rooms and all beds and belongings therein are kept scrupulously neat and clean, and properly aired, and that all beds are made up by 8 o'clock a. m. each day, and kept so during the day. They shall see that any reserve or extra apparatus, hose, etc., placed at their stations receive proper care and attention.

Rule No. 10. It shall be their duty to explain to the members when necessary to do so, the meaning of any Rule or Regulation that may not be understood, and any question of doubt or controversy will be referred by the commanding officer to the Chief of the Department for explanation.

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Rule No. 11. At the close of each six months, December 31st and June 30th., and at any other time if so required, commanding officers of Stations shall forward to the Chief of the Department an accurate and complete inventory of all city property then on hand under their charge, stating its condition, whether servicable or unservicable; they shall keep during each year in classified form, a list of all such property on hand at the date of previous inventory, adding thereto the various tools and appliances received during the year, and notations of all articles lost, worn out in service, or transferred as ordered to other Stations.

Rule No. 12. Commanding officers shall keep their respective companies properly drilled and instructed in all that pertains to efficient fire duty, and shall especially see that new members and their substitutes assigned to their Stations are thoroughly instructed in their respective duties.

Rule No. 13. They shall see that all prudent measures are taken to protect the health of their men, and to promote their comfort in quarters.

Rule No. 14. Commanding officers of Stations shall visit sick or injured members of their respective companies at least once each week, and shall report to the Chief of the Department their condition, also any additional care or attention that they may require.

Rule No. 15. They shall promptly report to the Chief of the Department any incapacity, neglect of duty, disobedience of orders or violation of any rule or regulation of the Department that may occur.

SUPERINTENDENT OF FIRE ALARMS.

Rule No. 17. He shall have under the direction of the Chief of the Fire Department the care of the entire Fire Alarm, Telegraph, including all its apparatus, Fire Alarm Boxes, Batteries, Poles and Wires, and shall see that the same are at all times kept in proper working order and properly repaired when out of order. He shall also have the care of and be responsible for all material, working Tools and Supplies belonging to the Fire Alarm Service. He shall also have charge of all Fire Alarm and Telephone operators, and be held responsible for instructions, efficiency, and discipline in the Fire Alarm service.

Rule No. 18. He shall take every precaution possible to prevent interference with or injury to the fire alarm wires or instruments from contact with other wires, or from any other cause, shall see that all circuits are tested each day, and when "ground" or other cause liable to endanger the safety or efficiency of the service is found to exist, he must cause the same to be removed at once.

Rule No. 19. He shall make a careful examination of all Fire Alarm Lines, Signal Boxes and Station Instruments as often as the proper workings of the service requires. This must always be done after a severe storm.

Rule No. 20. He shall make no alterations or additions to the fire alarm service or to any of its instruments or apparatus, except such as may be required in making ordinary repairs, without authority from the Chief; he will report to said officer any changes or improvements which in his opinion are required for the efficiency of the Fire Alarm service. He shall report any accident or interruption which for the time affects the proper working order of the Fire Alarm circuits or apparatus.

Rule No. 21. When engaged in his duties away from Headquarters he shall keep the Fire Alarm Operators informed as to his whereabouts as nearly as possible in order that he may be quickly reached if needed elsewhere.

Rule No. 22. He shall also keep a file of records in which shall be entered all alarms, tests, interruptions, additions, repairs; and a daily working schedule of Fire Alarm and Telephone Switchboard operators, and such other information as such record headings may call for.

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Rule No. 23. Assistant Supt. Fire Alarms. He shall perform all duties herein provided for as to Superintendent of Fire Alarms, and in case of his absence will carry out all orders and rules as to same.

DEPARTMENT MECHANICIANS.

Rule No. 24. Department Mechanics shall have charge of all repairs to motor apparatus, and shall make an inspection of same at least once each week, and make all necessary adjustments and see that all cars are kept in first-class condition and report to the Chief the condition of all cars, and require all drivers to keep the motor parts thoroughly cleaned. Mechanics shall be held strictly responsible for the efficiency and condition of all motor apparatus. They shall keep a separate file on each piece of apparatus and auxiliary equipment in which shall be entered complete detail of all repairs and time out of service of each piece of apparatus and equipment that comes under the supervision of the Department Mechanics.

FIRE PREVENTION OFFICER.

Rule No. 25. The Fire Prevention Officer, under the direction of the Chief, shall make all inspections required under the State law and City ordinances. He shall inspect all theatres, public schools, and places of public gatherings, etc., as to the condition of exits, fire escapes, fire-fighting appliances, and fire hazards. It shall be his duty to enforce all rules and regulations pertaining to general protection from fires and accidents and report all violations to the Chief of the Department.

Rule No. 26. All complaints made by citizens to any officer or member of the Department of existing fire hazards endangering property by fire, or of violations of the fire ordinances, or the discovery of any such dangers by any officer or member, must be promptly reported to the Fire Prevention Officer and he shall make a prompt and thorough investigation and report the result of his investigation to the Chief of the Department.

Rule No. 27. He shall be assisted at times by members of the Department assigned to the Fire Prevention Bureau as deputy inspectors, within the discretion of the Chief. They shall inspect all designated buildings in districts assigned to them by the Fire Prevention Officer. They shall keep fully informed as to the locations and extent of sprinkler systems, inside standpipes, and special fire appliances. They shall pay particular attention to the removal of all fire hazards, and the condition of all exits and fire escapes. The Fire Prevention Officer shall attend all duties assigned to him promptly and faithfully, and shall make daily and monthly reports to the Chief of the work performed by the Fire Prevention Bureau, and shall perform such other duties as the Chief of the Department may deem necessary.

OFFICE MANAGER.

Rule No. 28. The Officer Manager will at all times be under the immediate direction and control of the Chief of the Department. He will have charge of the office, and all employees detailed for this work, through which all communications, fire records, reports to the Insurance Commissioner, payrolls and requisitions, and budget reports will be handled. He shall perform such other duties as the Chief of the Department may deem necessary.

ENGINEERS, PIPEMEN AND LADDERMEN

Rule No. 29. It shall be their respective duty to keep their apparatus and all tools and appliances belonging thereto thoroughly cleaned, in good order and ready for immediate use; to examine often the mechanism, axles, and wearing and working parts of the apparatus necessary to be kept free from grit and properly lubricated, and shall report promptly to the commanding officer of the Company if any defect is discovered. Pipemen will see that hose is kept in good condition and properly cared for in every

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respect. It shall be the duty of Engineers, Pipemen and Laddermen to also keep the apparatus rooms, the sleeping and other apartments at their respective stations cleaned and in order at all times.

DRIVERS.

Rule No. 30. Drivers shall see that apparatus is kept clean at all times, that motors are in perfect working order, that no dirt or grease is allowed to accumulate in drip pans or engine parts, and will report to the Mechanician when they find that the motor is working badly. They are strictly forbidden to make any major adjustments without permission of the Chief or Mechanician. Drivers will take proper care of all tools and supplies furnished them, keeping them in their proper places when not in use.

Rule No. 31. Under the direction of the Company Commander, the Drivers shall have full charge of engines when out of quarters. The Assistant Driver will make no change unless so ordered by the Driver, who will take his orders from a superior officer.

NIGHT WATCH

Rule No. 32. It shall be the duty of the member detailed for such duty at stations where night watch is required, to see that everything about the apparatus room is in proper order and in condition for immediate use, and kept so and when fire is necessary during the night within the station, that the same is properly attended to, and left in proper condition when going off duty, but will exercise economy and good judgment in the use of fuel and station lights. They shall not permit violations of the rules of the Department about quarters during the hours on duty, and shall see that the station is kept quiet.

Rule No. 33. While on duty they must not leave their posts without permission from the commanding officer of the Station, nor sleep or doze or recline in a position to indicate sleep, and will remain in a position to hear and attend promptly to all calls or signals whether received by radio, telegraph, telephone or verbally.

Rule No. 34. They shall report promptly to the officer in command of the Station any irregularities occurring or anything found to be out of order, which they are unable to immediately remedy.

GOING TO AND FROM FIRES, AND CONDUCT AT FIRES.

Rule No. 35. In responding to alarms of fire, the running card rules, and the assignment of companies as herein given, must in all cases be strictly adhered to.

Rule No. 36. When an alarm of fire is received at the quarters of any company every member will immediately report for duty on the apparatus floor, and the company be prepared to leave quarters upon the word or command from the officer in charge the instant he is assured as to the correctness of the signal, and that his company under the rules is to respond.

Rule No. 37. The Commanding Officer must see that the drivers understand the number of the box or location of the fire correctly before driving out of quarters.

Rule No. 38. Companies are expected to reach a fire in the shortest time possible after an alarm is received, consistent with safety, but apparatus must be driven with good judgment and every precaution taken to avoid collisions or accidents; drivers will be held strictly to account if any accident occurs on account of reckless or careless driving. When two or more apparatus proceed on the same street to fires they must do so in single file. This rule must be strictly observed.

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Rule No. 39. To guard against collisions and accidents when responding to an alarm, the gongs, bells and sirens upon all apparatus must be sounded upon leaving quarters, when turning corners, approaching street corners or street crossings, steam and street railway tracks, and as frequently as public safety may require.

Rule No. 40. When going to fires, the Commanding Officer of the Company will, whenever possible to do so, ride beside or near the driver and will direct him when necessary, and shall not allow the apparatus to be driven at a rate of speed liable to cause accidents.

Rule No. 41. The Officer in command of first company to arrive at a fire shall, in the absence of the Chief or Assistant Chief, assume command and control at such fire until a superior or senior officer arrives.

Rule No. 42. A second alarm or a special company call may be given by the first officer in command at a fire previous to arrival of the Chief or Assistant Chief, if the condition of the fire makes it necessary to do so, but after the arrival of one of the above officers, additional alarms, special company calls and general alarms shall only be given by orders of the Chief or Assistant Chief in command.

Rule No. 43. The absence from quarters of any company or part of company on a Still alarm must be reported immediately to the Chief or Assistant Chief. When so responding, the officer or member in charge shall assume no risk whatever if the fire is found to be at all serious or threatening, but shall in such case immediately cause an alarm to be sent to the Department.

Rule No. 44. Commanding officers of companies will as far as possible remain with their men at fires, to direct their movements under the orders of the officer in command at such fire; and will keep their men together when not in active service.

Rule No. 45. Upon a second or more alarms for the same fire, the officer in charge of the company responding shall upon their arrival with apparatus, report to the commanding officer for orders.

Rule No. 46. Drivers of apparatus must not drive over hose when it can be avoided.

Rule No. 47. Members will not allow persons not connected with the Department to drive over hose, when they can prevent it, and will report any person so offending, if known, for prosecution.

Rule No. 48. Commanding officers of companies whose hose at fire is laid across steam railway tracks must, whenever possible to do so, station a man to guard such hose, or if this cannot be done or if in the night, cause a light to be placed at the tracks near such hose. Hose lines laid across street and all railway tracks must be opened as soon as possible after the fire is out to avoid further obstruction.

Rule No. 49. Drivers shall constitute a part of the working force at fires, and shall perform duty with their companies accordingly, except when otherwise directed by the officer in charge of their company.

Rule No. 50. Officers or members shall not permit any person other than members of the Fire Department to ride upon any fire apparatus, when going to or returning from any fire.

Rule No. 51. At fires both officers and members must prevent, in every way possible, any excessive or needless damage to buildings or their contents, by water or otherwise, and all persons having no right therein shall be excluded from within buildings on fire or endangered thereby while the Department has charge of the premises.

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Rule No. 52. In case of a working fire at the changing hour it shall be the duty of the commanding officer of the relieving shift to call the roll in company quarters at the appointed hour, then proceed without delay with said shift to the fire and report to the officer in command at the fire.

Rule No. 53. Members of off shift shall be required to report for duty with their respective company for all second and general alarms.

Rule No. 54. Companies will not return to quarters until relieved by the commanding officer at the fire, and when directed to "take up" it must in all cases be done with as little delay as possible, and everything placed in readiness for further alarms at once.

Rule No. 55. On returning from a fire if the company finds that it has lost any article or appliance, or has in its possession anything belonging to another company, the fact must be reported immediately, and the property of another company promptly returned.

Rule No. 56. If a hydrant is found to open hard, or out of order, the fact must be reported promptly to the Fire Alarm operator who shall immediately notify the repair service of the Water Department. He shall also promptly report the fact to all fire officers through station watch.

Rule No. 57. Companies will not attend fire outside of the City except by authority of the Chief, or in his absence, the Assistant Chief, when, however, called to fires in the suburbs of the City at points where the exact limit lines may at the time be in doubt, commanding officers of companies will, in the absence of the Chief or Assistant Chief, and if the emergency demands it, extend protection to the extent that their facilities will allow, to a sufficient and reasonable distance to make sure that all property in the City limits is protected.

Rule No. 58. Once every 60 days all hose on apparatus that has not been in use during that length of time must be taken off, examined and aired, and the date to be entered upon the Station Journal. Upon returning the hose to apparatus, its position as far as possible should be changed, care should be taken, however, to place such lengths that are the least reliable at the bottom of the apparatus.

GENERAL RULES.

Rule No. 59. Courteous and gentlemanly bearing is indispensable to good discipline. All members of the Department will be expected to so act at all times, whether on or off duty, as to reflect credit upon themselves and upon the Department.

Rule No. 60. Officers and members must be prompt and energetic in the discharge of all their duties, courageous without recklessness and exert their greatest energy and best ability to do their duty under any and all circumstances.

No. 61. All officers and members shall treat and address each other in a courteous and respectful manner at all times, work together in harmony and exhibit a gentlemanly demeanor in all their relations with each other. Neither officers nor members shall speak disrespectfully of each other.

Rule No. 62. Proper decorum must be observed at all times, no altercations or ungentlemanly, profane, abusive, or improper language or disorderly conduct will be permitted at any station upon the part of any officer or member of the Department at any time.

Rule No. 63. While officers are required to be firm and exact in the discharge of all their duties, they shall be strictly just toward their men always.

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Rule No. 64. Members shall not interfere with each other in the performance of their respective duties, but shall be ready to assist when necessary in a proper manner.

Rule No. 65. It shall be the duty of officers and members to be at their respective stations for duty at all times except when called away by the duties of the service or when relieved as hereinafter provided.

Rule No. 66. Company quarters will each morning, and thereafter as often as is necessary, be neatly swept, all woodwork, fixtures and apparatus properly dusted and everything put in a neat and clean condition for the day. Saturday of each week will be general house-cleaning day at all stations, when not interfered with by fire duty; the floors will be mopped or scrubbed and other cleaning done that may be necessary.

Rule No. 67. Each member shall see that his bed and bedding are kept in a wholesome and cleanly manner and thoroughly aired at least once each week. All beds must be neatly made up each morning promptly by 8 o'clock a.m. and kept so during the day.

Rule No. 68. No persons other than members of the Department and authorized substitutes will be allowed to sleep within any Fire Station, without permission of the commanding officer in charge.

Rule No. 69. After members have retired at night, or when sick are in the sleeping rooms, the rooms must be kept quiet.

Rule No. 70. Captain will provide floor watch and hold previous members on watch strictly accountable for any violation of the rules and regulations of the Department up to the time of turning said watch over to members relieving. No sleeping shall be allowed in beds or lounging chairs or apparatus between the hours of 7 o'clock a. m. and 7 o'clock p. m. Firemen on night shift may retire at 9:00 p.m. and not later than 11:00 p.m.; all lights except watch must be out by 11:15 p.m. Members of the day shift wishing to sleep in quarters will be required to respond to all alarms to which the company or companies in the Station respond, and they shall also arise not later than 7 o'clock a.m.

Rule No. 71. Changes of Platoon or shifts shall take effect at 8 o'clock a. m. and 6 o'clock p. m., except as otherwise ordered by the Chief of the Department.

Rule No. 72. Visitors must be received courteously, and proper attention shown them, but habitual loafing within or about any fire station must not be allowed. Visitors will not be allowed within the sleeping rooms at night after any member has retired, except by authority of the officer in charge of the station.

Rule No. 73. Children unattended must not be allowed to congregate within or about any fire station.

Rule No. 74. On Sundays and at night stations must be kept quiet, and on Sundays no mechanical work shall be done within or about the quarters, except such as the emergency of the service may absolutely require.

Rule No. 75. Card playing for anything of value or gambling of any form within any fire station or by any member of the Department at any time is forbidden.

Rule No. 76. No one is allowed to use the "Fire Department" telephone promiscuously or make any long distance calls except for the purpose of conducting "Fire Department Business".

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Rule No. 77. The regulation Uniform shall be worn by officers and members at all times when on duty during the day time, except when engaged in unclean work, such as cleaning apparatus or quarters, but as soon as work is completed members must appear in uniform, provided that the wearing of coat or vest when about quarters is left optional; this rule shall not prevent the use of bunker-boots and pants and clothing used for fire duty at night.

Rule No. 78. No member of the Department not actually on duty will be allowed to wear the uniform of the Department, or any part thereof for the purpose of identifying himself as a member of the Department, in order to gain entrance to any place of public amusement where an admission fee is charged, without the payment of such fee. The wearing of the Department uniform or any part thereof while said member is off duty is strictly prohibited, unless otherwise ordered by the Chief or Assistant Chief.

Rule No. 79. No member of the Department shall loan his badge or any part of the regulation uniform to persons outside the Department.

Rule No. 80. While any member stands suspended from the service he shall cease to wear any part of the Department uniform, during the continuance of such suspension.

Rule No. 81. All members must report for duty on time. If any member is tardy or fails to report, the Captain may select a member from the opposite shift to remain on duty until such member reports or other arrangements may be made to release him.

Rule No. 82. Tardiness extending thirty minutes or over will constitute failure to report, and in such case the Chief or Assistant Chief must be at once notified and the position filled by a substitute. Members reporting after that time will not be permitted to go on duty until ordered by the Chief or Assistant Chief. Failure to report may be punished by suspension.

Rule No. 83. Captains shall make note of all tardiness or failure to report for duty, special leaves of absence, members off duty on account of sickness or injury received, violations of rules, ect., on their daily reports, and other forms provided, and shall keep a record of same in the company journals. They shall also report same by phone as soon as possible, to the Chief or Assistant Chief.

Rule No. 84. No member shall absent himself from duty without first obtaining permission from the Chief or Assistant Chief. All such leaves must be applied for through the Captain in charge of his company. In all such cases, a substitute must be left in his place.

Rule No. 85. Companies must be composed of the full complement of men at all times; members on duty shall not be allowed to leave the premises of their respective engine houses. No leaves shall be granted by the Captain except when a member desiring leave has arranged for a satisfactory substitute. Members shall not be allowed to work in other places on opposite shifts unless so ordered by the Chief or Assistant Chief.

Rule No. 86. Any member of off shift desiring to leave the City must get permission from the Chief or Assistant Chief. Members must keep in touch with the Department at all times by telephone or otherwise. Officers and members must be prompt and exact to the time in returning from all leaves of absence granted.

Rule No. 87. If any member shall be taken sick or injured, either while at or away from quarters, and is thereby rendered unable to perform his duties, such fact must be reported at once to the commanding officer at his station, who will immediately report the same to the Chief of the Department. The certificate of the attending physician shall, if required, be filed with the Chief of the Department, stating the length of time such member was unable to perform his duties by reason of sickness or injuries received.

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Rule No. 88. Members of the Department, on changing their places of residence or telephones, will promptly notify the Chief of the Department so that the record at headquarters may be correctly kept in order that all members may be reached without delay on second or general alarms.

Rule No. 89. The Fire Alarm Telegraph Running Card and regulations posted at each station are subject to change from time to time by the Chief and shall be recognized as a part of these rules.

Rule No. 90. It shall be the duty of every member of the Department to keep correctly informed as to the exact location of all fire hydrants and fire alarm boxes in the district to which he is assigned in the City.

Rule No. 91. When the apparatus of any company is to be temporarily out of service for repairs, cleaning or changing hose, the fact shall be first reported to the commanding officer; the return to service to be reported in like manner.

Rule No. 92. All reports, messages and communications received at No. 1 Station pertaining to department business, whether written, by telephone, or otherwise, must be delivered promptly to the Chief, or when he is absent to the Assistant Chief or Office Manager.

Rule No. 93. No purchase shall be made or liability incurred for the Fire Department by any officer or member except by authority of the Chief.

Rule No. 94. Members shall carefully protect from waste all supplies and appliances furnished.

Rule No. 95. No article of property belonging to the City of Charlotte and in the care of the Fire Department shall be loaned, sold, given away or disposed of except by authority of the Chief of the Department.

Rule No. 96. If any member loses or fails to have in his possession the Department badge, regulation cap, buttons, rubber coat or copy of the Rules and Regulations furnished him, he will be held accountable for the cost of such article lost, except when he shall show to the Chief that loss or failure was upon his part unavoidable.

Rule No. 97. When any member of the Department shall wish to resign, he shall give the Chief of the Department five days notice thereof, stating the time when he desires the resignation to take effect. In case of emergency, the resignation may be accepted by the Chief without five days notice.

Rule No. 98. Upon leaving the Department, members will turn over to the Captains of their stations, or to the Chief of the Department, promptly and in good order, (allowance being made for ordinary wear and service) their Department badges, their copies of the Rules and Regulations and all other property belonging to the City that they may have.

Rule No. 99. Any violation of these regulations may be made the basis of charges against a member of the Department, but the following, in particular, are to be considered specific cause for fine, suspension, dismissal or other disciplinary measures:

Article 1. For dishonesty, immoral or disorderly conduct.

Article 2. For gross insubordination or wilful disobedience of any order lawfully issued to him by a superior officer in the Department.

Article 3. For intoxication, for being under the influence of intoxicating liquors, or beverages in or on the premises of Fire Stations while on or off duty; for bringing, accepting or concealing intoxicating liquors or beverages in or on the premises of Fire Stations or to fires; for failure to report for duty because of intoxication or being under the influence of intoxicating beverages, or for failure to report violation of this rule.

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Article 4. For incompetency to perform the duties of his office efficiently, or for neglect of such duties.

Article 5. For falsehood or deception concerning Department matters, business, or duties, or for wilfully, carelessly or maliciously making false report or gossip concerning another officer or member of the Department, or for acting in a manner calculated to create disturbance or dissension with the Department.

Article 6. For habitually contracting debts which he is unable or unwilling to pay, or for refusing to discharge his lawful obligations.

Article 7. For bringing a contagious disease into the Department and failing to report the fact to the Chief immediately upon discovery.

Article 8. For residing outside the City Limits, or refusing to maintain a telephone.

Article 9. For failing to report for duty at 8 o'clock a.m., or 6 o'clock p. m., without having made previous arrangements for a substitute with his commanding officer and failing to notify his commanding officer of his whereabouts, giving a reasonable excuse for his absence.

Article 10. For engaging in any work outside of the Department in competition with any labor, trade or profession. Provided, however, nothing contained in this rule shall be construed to prohibit any member of the Department from working on his own property or that of any other member of the Department.

Article 11. For sleeping while on duty, or while on telephone switchboard and Fire Alarm operator duty.

Article 12. For wilfully or continually violating any of the rules and regulations of the Department, or for failure to fulfill the requirements of said rules.

Article 13. No member of the Department shall take any part in any election or political function other than that of exercising his right to vote.

Rule No. 100. Every officer and member of the Department will be furnished with, and shall retain in his possession while a member, a copy of the Rules and Regulations, and shall read and become thoroughly familiar with the same, and with all special and general orders relating to the Department.

Rule No. 101. The privileges, duties and liabilities under these rules and regulations applied in terms to members of the Department shall also apply to substitutes, unless the case be such that they are by the terms or nature of the rule exempted.

Rule No. 102. All general orders heretofore promulgated insofar as they relate to the powers and duties of members and not in conflict with the above, are still in force and must be strictly observed.

Rule No. 103. All officers and members shall, in addition to the duties herein prescribed, also perform such other duties as may be required of them by their commanding officer or the Chief of the Fire Department.

Rule No. 104. It shall be the duty of every member of the Department in case he shall know of an actual violation of any rule, regulation or order of the Department to report the same promptly to the commanding officer of his station, or when the case requires it, to the Chief of the Department direct, stating simply the facts, clearly and truthfully. This must never be done with malicious or unfriendly intent, but for the protection of others and the good of the service.

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Rule No. 105. All orders issued by the Chief, or commanding officer, whether verbal or written which are not stated in the adopted rules are constituted a part of same until hereafter revoked by the City Council.

Rule No. 106. If any member of the Department, whether on or off duty, observes a dangerous condition in any of the streets or sidewalks of the City which might result in injury to persons or property, thereby causing a suit for damages to be filed against the City, he shall promptly report same, in writing to the Chief, and the Chief shall promptly transmit such report to the City Engineer.

Rule No. 107. If any member of the Department, whether on or off duty, observes a dwelling or other building which is dangerous or unfit for human habitation due to dilapidation, defects increasing the hazards of fire, accidents or other calamities, lack of ventilation, light or sanitary facilities he shall promptly report same, in writing, to the Chief, and the Chief shall promptly transmit such report to the Chief Building Inspector.

Rule No. 108. It shall be deemed a violation of these rules and regulations if any member of the Department becomes generally inefficient in the performance of his duties, and such general inefficiency will be deemed to have occurred if, as a result of a general and continuing course of conduct, a member exhibits a lack of that ability or attitude necessary for the efficient performance of his duties. A member of the Department may be fined, suspended or dismissed for a violation of this rule even though he may not have been guilty of any single act which, in and of itself, would be cause for the preferment of charges under another rule. If there occurs a series of minor acts, no one of which would be sufficient to support a charge under another rule, but the sum total of which shows a lack of the attitude and ability required by this rule, then this rule will be deemed to have been violated; *provided that if any member demoted or suspended or dismissed wishes to do so, he may appeal from the order of the Chief to the Civil Service Board by giving written notice of appeal to the Chief within five days from the issuance of such order.

*See amend-
mend
1-27-43

Rule No. 109. For the first six months after a person has become a member of the Department he shall be on probation or trial, and the provisions of the Civil Service section of the Charter shall not apply to him. During such six months period he shall faithfully observe the requirements of these rules and regulations. He shall be subject to discharge by the Chief for failure to abide by the same, or any of them, and he shall also be subject to discharge by the Chief if the Chief decides that he does not have the physical or mental qualifications or attitude necessary, in the Chief's opinion, to make him an efficient member of the Department. A probationer may appeal from an order of discharge by the Chief to the Civil Service Board by giving written notice of appeal to the Chief within five days after the issuance of such order.

Section 2. That the rules and regulations now in effect governing the Fire Department be, and they are, revoked in so far as the future conduct of members of the Department is concerned, but continued in full force and effect with respect to prior conduct of members of the Department, to the end that previous violations of the same, if any there are, shall be dealt with according to law.

Section 3. That the rules and regulations this day adopted be published in pamphlet form and distributed to the members of the Department, and that each member of the Department be, and he is, required to familiarize himself with said rules and regulations.

Section 4. This ordinance shall take effect from and after its passage.

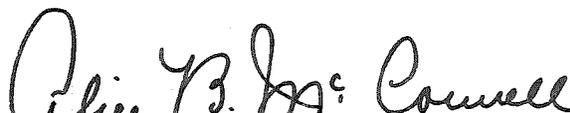
APPROVED AS TO FORM:

Tillett and Campbell
City Attorneys

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ADJOURNMENT.

After a short recess taken to the Mayor's office, the Council returned to the Council Chamber, and on motion made by Councilman Price, duly seconded by Councilman Albea, the meeting immediately adjourned.


City Clerk