



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

DISTRICT MEETING MINUTES JUNE 24, 2013 – DRAFT

1. **AGENDA**

1.A. **Call to Order**

Chairman Thomas called the meeting to order at 6:24 p.m.

1.B. **Roll Call**

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, George Mirabella, and Bob Thomas. Commissioner Miller was out of town and Commissioner Beyer was unavailable due to a death in the family. There was a quorum.

Also present were: Don Bock, Vicky Fay, James Griffeth, Scott Robinson, Theron Simmons, Jennifer Zimmer and Ben Zeskind. The meeting was held at Station 24.

2. **APPROVAL OF AGENDA & MINUTES**

2.A. **Approval of June 24, 2013 Agenda**

Motion: Commissioner Mirabella made a motion to ***approve the June 24, 2013 District Meeting Agenda***. Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

2.B. **Approval of Minutes**

2.B.1 **Approval of June 10, 2013 Meeting Minutes**

Motion: Commissioner Allen made a motion to ***approve the June 10, 2013 Meeting Minutes***, and was seconded by Commissioner Mirabella. The motion was unanimously passed by the Board.

3. **CHAIRMAN'S REPORT**

The Vice-Chairman did not have any items to present to the Board.

4. **SECRETARY'S REPORT**

There were no new items presented by the Board by the Secretary.

5. **PUBLIC COMMENT**

No members from the General Public addressed the Board.



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6. OLD BUSINESS

6.A. Motion/Approval: KLVFD Workman's Compensation Policy

Tom Tharp updated the Board with feedback from the FASD Conference. EGGIS sells workman's comp products, and the company will get with Linda Newman and Matt Francis. Previously, the company that provided Workman's Compensation also provided the AD&D insurance. The District will pay the AD&D Insurance. Theron Simmons reported the District has until the 24th to make a decision, and the board meets in July 8th.

There is a concern the artificial inflation for the Corps with the # of employees will result in a higher workman's compensation rate for the Corps. Commissioner Mirabella said question is "Do we want to pay the insurance now?" The bottom line is that the District does not want to go without coverage, and the AD&D Policy should be paid. The new policy will be May to May instead of October to October.

MOTION:

Commissioner Allen made a ***motion to table the Workman's Compensation until the next meeting.*** Commissioner Mirabella seconded the motion, and the Board unanimously passed the motion.

7. NEW BUSINESS (ACTION)

7.A. Motion/Approval: District Budget Amendment

Jennifer Zimmer reported, the total revenues had increased \$7,623 (Grant revenue \$1,500 for the Stryker Grant), \$3,623 of Miscellaneous revenue and \$2,500 of interest income.) The District expenses increased as follows: The District Board's expenses \$69,250, the Fire Dept \$11,274, and the Corps \$7,420. Legal does not expect to use the full amount for the Supreme Court. The motion for attorney fees will not be heard until the Supreme Court ruling, and \$16,800 is for the lawsuit. The old fire department used all of the budgeted overtime, and the Corps new 401K retirement program started. The District will need to be sure they have adequate reserves for FY 2013-2014.

7.B. Motion/Approval: Resolution #2013

A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT, FLORIDA, AMENDING THE DISTRICT'S BUDGET FOR FISCAL YEAR 2012-2013; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: Commissioner Mirabella made a motion ***to approve the resolution as read into the record,*** and the motion was seconded by Commissioner Allen. The motion was unanimously passed by the Board.

7.C. Motion/Approval: Disposition of Squad 24

Per Phil Lincoln (Ferrara) Squad 24 will require a lot of maintenance if used for training. If sold, it will be sold "as is". Theron Simmons reported Squad 24 needs to be placed into surplus, and the Board will need to determine how to dispose of property. There are three ways the vehicle may be disposed of: It may be used as a trade-in, the District can find a local government or taxing district to use it, or it may be placed into surplus and placed on govdeals.com. The department is paying for.



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7.B. Motion/Approval: Disposition of Squad 24 (Continued)

the insurance. There would be a lot of maintenance if kept for trading. It will have to be advertised in the paper it can be advertised, and placed on govdeals.com simultaneously. Commissioner Allen asked if it costs over a \$1,000.00 a year to insure. If so, then the District should consider a reserve of \$5,000 when advertising on gov.deals.com

Motion: Commissioner Mirabella made a motion to ***approve declaring the old Squad 24 as surplus, and to place a \$5,000 reserve when advertising.*** Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

7.D. Motion/Approval: KLVAC Travel Request 2013 Clin-Con Conference Orlando, FL July 17-July 24, 2013

The Travel Request totals \$3,698. One individual cancelled at the last minute. There was a total of \$4,500 budgeted.

7.D.1 Travel Request: Eric Fundora \$1,848.00

7.D.2 Travel Request: Charles Sommers \$637.00

7.D.3 Travel Request: Edward Child \$1,213.00

Motion: Commissioner Mirabella made a motion to ***approve the Travel Request of \$3,698 for the Clin-Con Conference for Fundora, Sommers and Child,*** which was seconded by Commissioner Allen. The motion was unanimously passed by the Board.

7.E. Motion/Approval: Letter to KLFR Department

One change was noted to Sergio Garcia's letter. The Clerk will reconfirm the inventory with Linda.

Motion: Commissioner Mirabella made a motion to ***approve the letters to the KLFR Department/individuals for removal of the lettering/lighting and license plates, and the return of equipment.*** Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

7.F. Motion/Approval: Prepare Draft Resolution District Responsibilities

Commissioner Thomas discussed the District's obligations and requirements. The question was asked if the District needed to adopt a policy for the District's requirements to conduct inspections, provide fire rescue and emergency medical services, provide fire prevention and provide dive rescue services. Theron Simmons indicated the District did not need to do anything at this time.

7.G. Discussion: Fire Hydrants

The Fire Department reported the ten locations had been identified to FKA. FKA needs the drawings before they can go out to bid. The District may add another hydrant as the one for Snooks was installed when the restaurant reopened. Riva has a new hydrant, and they also added a fire sprinkler to building. James Griffith will be meeting with the Monroe County Fire Marshall later in the week.

7.H Discussion: FASD 2013 Conference Update

This item will be postponed until the July 8th meeting.



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8. FINANCIAL REPORT

8.A. District Financial Report (May 2013)

The District is at eight months, which is 66.67% of the budget. The District Board is at 75.9%, the Fire Department is at 65.4% and the Corps is at 53.9% of budget. The overages were taken care of by approval of the Budget Amendment.

9. LEGAL COUNSEL REPORT

Theron Simmons reported, the Monroe County Bid for the fire hydrants expired. FCAA will handle the installation. It has taken too long, and the fire hydrant project needs to be rebid. The county previously installed seven hydrants in the district.

10. EMS DEPARTMENT REPORT

10.A. EMS Monthly Report (May 2013)

The Corps had approximately 20 calls Friday night/Saturday, and the Fire Department helped to provide support.

11. FIRE DEPARTMENT REPORT

The department addressed some minor issues with the new pumper, and replaced the fan on the front of the truck. There is a five (5) year warranty on the pump and frame. Tom Tharp requested information from the last ISO study. Some property classifications were changed. A letter sent to ISO after purchasing the turbo drafts and the hydrants. Eric Fundora reported residents may call ISO customer service directly, and he will research the ISO computer program Tom Tharp mentioned. There are 62 volunteers. It is projected this may save the District about \$150,000. Commissioner Thomas commended the new fire department on the good rapport and camaraderie.

12. COMMISSIONER ITEMS

Commissioner Allen said the honor guard is trying to get people to help Scott try to collect funds for the Pipes & Drums 4th of July event hosted by the Firefighters Honor Guard and Sheriff's Office.

13. ADJOURN

Commissioner Allen made a Motion to adjourn at 7:02 p.m., which was seconded by Commissioner Mirabella, and unanimously approved by the Board.

Next Scheduled Meetings:

July 8, 2013 KLVFD Budget Workshop followed by District Meeting

July 22, 2013 District Budget Workshop (FINAL REVIEW OF PROPOSED BUDGET) followed by District Meeting

DOCUMENTS

130610 District Meeting Minutes

130624 District Budget Amendment

130624 Resolution #2013-003 (Zimmer)

130611 KLVAC Travel Request: Eric Fundora \$1,848.00 2013

130611 KLVAC Travel Request: Charles Sommers \$637.00 2013

130611 KLVAC Travel Request: Edward Child \$1,213.00 2013

130625 District Letters to KLFR Department

130531 District Financial Report (May 2013)

130531 KLVAC Monthly Report (May 2013)