



# 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 NOVEMBER 18, 2013 – DRAFT

### 1. AGENDA

#### 1.A. Call to Order

Chairman Thomas called the meeting to order at 6:00 p.m.

#### 1.B. Pledge of Allegiance

Commissioner Miller led the Pledge of Allegiance

#### 1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Marilyn Beyer, Jennifer Miller, George Mirabella and Bob Thomas. There was a quorum.

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

### 2. APPROVAL OF AGENDA & MINUTES

#### 2.A. Approval of November 18, 2013 Agenda

**Motion:** Commissioner Miller made a motion to ***approve the November 18, 2013 District Meeting Agenda.*** Commissioner Beyer seconded the motion, and the Board unanimously passed the motion.

#### 2.B. Approval of Minutes

##### 2.B.1 Approval of November 4, 2013 Meeting Minutes

**Motion:** Commissioner Allen made a motion to ***approve the November 4, 2013 District Meeting Minutes.*** The motion was seconded by Commissioner Mirabella and the motion was unanimously passed by the Board.

### 3. CHAIRMAN'S REPORT

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

### 4. SECRETARY'S REPORT

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

### 5. PUBLIC COMMENT

There were no requests from the General Public to address the Board.

### 6. OLD BUSINESS

#### 6.A. Discussion: Fire Hydrants

Commissioner Thomas reported there is a glitch with one of the hydrants, and he is waiting to hear from Keys Engineering. Thomas also read an article from the Miami Herald regarding a new ruling from the Environmental

The KLF&EMS District Mission is to provide *exceptional* fire protection and emergency medical services *efficiently* and *cost-effectively* without compromising the health or safety of residents or personnel.



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Protection Agency that requires fireplugs which are installed after January 4, 2014 need to meet stricter lead content standards.

### **6.B. Discussion: Strategic Plan**

Commissioner Mirabella reported everything is set for the Strategic Planning Workshop on Saturday, November 23, 2013. Commissioner Thomas indicated the District needs a plan; however, it needs to work with both the Fire and EMS Departments. Commissioners Mirabella and Miller would like to stay on track for this meeting, and Commissioner Allen may not be able to attend the workshop due to work.

## **7. NEW BUSINESS**

### **7.A. Motion/Approval: KLVAC Contract**

Theron Simmons reported the KLVAC Contract was approved by the Corps. District Legal Counsel has reviewed the contract and does not have any concerns; however, there are some Scribner errors which need to be corrected.

**Motion:** Commissioner Miller made a motion to approve KLVAC Contract for the period of November 18, 2013 through September 30, 2016. Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

### **7.B. Motion/Approval: KLVFD Contract**

Theron Simmons reported the KLVFD Contract was approved by the Corps. District Legal Counsel has reviewed the contract and does not have any concerns; however, there are some Scribner errors which need to be corrected.

**Motion:** Commissioner Mirabella made a motion to approve KLVFD Contract for the period of November 18, 2013 through September 30, 2016. Commissioner Thomas seconded the motion, and motion passed as follows: Beyer (Y), Miller (N), Mirabella (Y), Thomas (Y) and Allen (Y).

Chairman Thomas passed the gavel to Commissioner Allen to second the motion. After the motion, Commissioner Allen returned the gavel to Chairman Thomas.

### **7.C. Motion/Approval: Resolution #2014-003 (Transfer of Real Property)**

Theron Simmons reported this is the first step to resolve the issue. The question was asked "what is the incentive for the department to work with the District". The department does not have a contract. It is public land. Jack Bridges is looking for ways to work with them. Jessica Reilly was approached to resolve the issue. The old department never came back to try to resolve the issue. Commissioners Mirabella and Miller both offered to work with the old Fire Department. Commissioner Miller will work with the department. Commissioner Miller will contact Frank Conklin.

**Motion:** Commissioner Allen made a motion to table approving Resolution #2014-003 to the next meeting. The motion was seconded by Commissioner Miller, and the motion passed as follows: Allen (Y), Beyer (Y), Miller (Y), Mirabella (N), and Thomas (Y).

### **7.D. Discussion: 501(c)3**

Legal Counsel was directed to take whatever legal actions are necessary to resolve this issue.



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### **7.E. Motion/Approval: Classify the tanker and ladder truck as surplus property and direct District staff to advertise and sell on govdeals.com**

Theron Simmons reported Florida Statute requires vehicles with a value over \$5,000 to be classified as surplus vehicles. This motion will allow the District to move more quickly when the new vehicles are delivered. Commissioner Mirabella discussed the vehicle values. The tanker is valued between \$7,000 to \$10,000, and the ladder truck is valued between \$40,000 to \$45,000. It was agreed the District would bid the tanker for \$10,000 and the ladder truck for \$45,000.

**Motion:** Commissioner Mirabella made a motion to classify the tanker and ladder truck as surplus property and direct District staff to advertise and sell on govdeals.com. Commissioner Beyer seconded the motion, and the Board unanimously passed the motion.

### **8. FINANCIAL REPORT**

The KLF&EMS District's FY 2013-2014 budgeted income was \$1,819,160.00 and the actual income was \$1,812,873.60. The District projected \$1,158,629.00 would be transferred in from the Vehicle Replacement Fund, and the actual transfer was \$975,798.25. The expenses are as follows: District (99%), Fire Department (94.9%) and the Corps (91.7%) of budget. The total District's total FY 2013-2014 budget was 94.6% of budget.

### **9. LEGAL COUNSEL REPORT**

Theron will update the Commissioners regarding Ethics Training requirements.

### **10. EMS DEPARTMENT REPORT**

The Corps will have a Christmas Party on December 10<sup>th</sup>. One of the vehicles has groove jam at the fender.

### **11. FIRE DEPARTMENT REPORT**

James Griffeth reported he will be visiting Ferrara November 19 – November 21, 2013 to conduct the final tanker inspection. Commissioners may visit Ferrara.com to watch the ladder truck in production. There will be an additional savings of \$1,650.00 on the tanker. The new vehicles will have the District patch. The department is testing two different foam agents. There was a fire on Coral Way (one of the neighborhoods where fire hydrants are being requested), and there was a boat fire on Jean LaFitte. The Florida Keys Aqueduct Association will upgrade the hydrant waterlines within the next five years for Cross Key Waterways and Bermuda Shores. Commissioners Mirabella and Thomas commended the firefighters on for a "job well done" when firefighting the fire. Scott Robinson reported Commissioner Mirabella will work with the department to re-establish the Explorer Program.

### **12. COMMISSIONER ITEMS**

There were no new Commissioner items.

### **13. ADJOURN**

Commissioner Miller made a Motion to adjourn at 6:48 p.m., which was seconded by Commissioner Allen and was unanimously approved by the Board.

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### **Next Scheduled Meetings:**

November 23, 2013 District Workshop (Strategic Plan)

December 2, 2013 & December 16, 2013 District Meeting

### **DOCUMENTS**

131104 District Meeting Minutes

131118 KLVAC Contract

131118 KLVFD Contract

131118 Resolution #2014-003 (Transfer of Real Property)