



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 MARCH 10, 2014 – 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 Mirabella 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: Vicky Fay, Jennifer Johnson, Scott Robinson and Theron Simmons. The meeting was held at Station #24.

2. APPROVAL OF AGENDA & MINUTES

2.A. Approval of March 10, 2014 Agenda

MOTION: Commissioner Beyer made a motion **to approve the March 10, 2014 District Meeting Agenda**. Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

2.B. Approval of Minutes of February 24, 2014 Meeting Minutes

MOTION: Commissioner Miller made a motion **to approve the February 24, 2014 Meeting Minutes**. Commissioner Beyer seconded the motion, and the Board unanimously passed the motion.

3. CHAIRMAN'S REPORT

There were no new items reported to the Board by Chairman Thomas.

4. SECRETARY'S REPORT

Commissioner Beyer did not have any new items to present to the Board.

5. PUBLIC COMMENT

No speakers from the General Public addressed the Board.



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6. **OLD BUSINESS**

6.A. **Discussion: Fire Hydrants**

Marnie Walterson (FKAA) sent notes to FDOT regarding the hydrants. La Rocco will contact FKAA to ensure the specifications are final, and FDOT has the appropriate documentation to allow installation to begin. Due to the time frame required to process hydrant drawings and specifications, Commissioner Thomas indicated the next ten locations need to be finalized as soon as possible.

6.B. **Discussion: Property Lease Transfer**

Theron Simmons reported the District had forwarded a new lease to Russ Yagel for the Old Fire Department, which included electricity and insurance. The annual expenses are: Electric \$1,942.82 and Insurance \$2,748.00.

As of yet, there has been no response from Yagel. Frank Conklin, speaking from the floor, indicted the Old Department Board approved the lease. Simmons reported there may be an issue with the safety and disrepair of the building. Commissioner Beyer indicated she did not want to spend money for an inspection. Commissioner Mirabella questioned whether the District would want to assume responsibility and liability if the building is not code compliant. Eric Neitzer, speaking from the floor, indicated the building needed to be cleaned up. Commissioner Beyer indicated a couple of firefighters do have concerns about the building. David Gow, speaking from the floor, indicated the original intent was to connect the buildings together, and the area would be used for firefighter sleeping quarters. Chris Jones indicated some firefighters do use the building for a gym. Commissioner Thomas recommended a professional look at the building. Scott Robinson reported only 13 out of 60 firefighters responded to the survey regarding using the building as a gym area. Commissioner Allen mentioned that was higher percentage response than to the District Strategic Plan Survey.

Theron Simmons will review the lease when it comes back to the Board from Russ Yagel.

7. **NEW BUSINESS**

7.A. **Discussion: Sale of Vehicles on Govdeals.com**

Theron Simmons reported the tanker and the ladder truck were placed on govdeals.com.

7.B. **Discussion: 304 Sales Tax Fund & Impact Fees**

Chairman Thomas reported that Peter Rosasco was unable to attend the meeting due to illness. Jennifer Johnson reported that Legal and Finance are working with the county on an Inter-local Agreement for the FY 2013-2014 \$250,000 funding (fire hydrants and vehicles). Theron and Peter will meet with the county before the ILA is issued, if required. Rosasco will go back to the county after April 15th to discuss infrastructure and impact fee funding for the District.

Simmons indicated it would be beneficial for the District to create a long-term Inter-Local Agreement. Rosasco would like the District to identify three (3) hot projects for which infrastructure funding may be used. Two projects could be vehicles and fire hydrants. There were approximately 80 new hydrants estimated for the District.

Per the legislation, the District is entitled to receive impact fees according to Simmons. The District will need a long-term agreement for the Impact Fees. Simmons recommended the District not fund any long-term improvements for Station #24 as the District does not own the property where the station sits. Station #25 is leased from the State, and a lease with the State is more stable than with a Corporation.



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7.C. Discussion: Volunteers with Old & New Fire Departments

Commissioner Thomas requested clarification from Frank Conklin regarding the Reporter article (2/28/14), which indicated had not received any letters of resignations from the roughly 30 members of his department. Frank Conklin, speaking from the floor, indicated his Board has not received any letters of resignation from volunteers. The Old Fire Department will accept resignation letters. Conklin requested that Pro-Tech move the TV to avoid damage.

7.D. Motion/Approval: KLVFD Travel Request (Honor Guard)

Jennifer Johnson reported this trip will use almost the entire \$2,400 budget. The maximum amount will not exceed \$2,079.10. Johnson indicated there was a change to Leonardo Moreno.

MOTION: Commissioner Allen made a motion to *approve the KLVFD Travel Requests for the Honor Guard to attend training as follows: Andrew Bohl (\$311.90), Scott Desquotte (\$529.90), Thomas Mirabella (\$395.50), Leonardo Moreno (\$311.90) and Eric Neitzer (\$529.90).* The motion was seconded by Commissioner Miller and was unanimously passed by the Board.

7.E. Discussion: Station #24 (2nd Story Addition)

Commissioner Mirabella reported he wanted to discuss the second story addition for the preliminary District budget, and he would like to seek funding from the county; however, the land situation will need to be resolved prior to any building modifications. The proposed 2014 second story budget is estimated at \$1,475,000. Commissioner Thomas believes the building should have separate sleeping quarters.

8. FINANCIAL REPORT

Jennifer Johnson did not have any other financial items to present to the Board.

9. LEGAL COUNSEL REPORT

Theron Simmons reported the Court denied reimbursement of legal fees for the Freeman Lawsuit because the Department of Labor letter made it not a frivolous claim.

Simmons will bring a new lease to the District to review at the April 14, 2014 meeting as it will need to address the land where the building sits.

10. EMS DEPARTMENT REPORT

The Corps will conduct testing for paramedics and EMT's on March 29, 2014. The Corps will also hold a garage sale.

11. FIRE DEPARTMENT REPORT

The tanker is back. The Open House was a success on Saturday with 30+ attendees. Bobby Stoky donated the barbequed pork. The department received some donations. There have been 83 smoke detectors installed. Most homes did not have smoke detectors, and there have been three or four installed per home. There are approximately 30 more installs within the next two weeks. The department would like to get another grant for installation of smoke detectors. The department will setup a booth for St. Patrick's Day! Commissioner Mirabella commended the department on cleanup of the property.



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12. COMMISSIONER ITEMS

12.A. Action Plan

The Clerk updated the District Board regarding the Action Plan. Ms. Fay also reported that the U.S. House of Representatives House Bill 3685 was changed to House Bill 3979, Protecting Volunteer Firefighters and Emergency Responders Act. The U. S. House Ways & Means Committee sent it the U.S. House for approval .

The Departments completed the Corporation Annual Reports. The reports have been submitted to the Corporate Boards for approval.

Commissioners Thomas and Miller will be attending Florida Keys Day on March 25th in Tallahassee.

MOTION: Commissioner Mirabella made a motion ***to approve cancelling the March 24, 2014 Meeting.*** Commissioner Miller seconded the motion, and the Board unanimously passed the motion.

11. NEXT MEETING

The next meeting will be Monday, April 14, 2014.

12. ADJOURN

Commissioner Mirabella made a Motion to adjourn at 6:52 p.m., which was seconded by Commissioner Allen and was unanimously approved by the Board.

Next Scheduled Meetings:

April 14, 2014 District Meeting
April 28, 2014 District Meeting (if required)
May 12, 2014 District Meeting
May 19, 2014 District Meeting (if required)
June 9, 2014 District Meeting
June 23, 2014 Budget Workshop (Corps) followed by (District Meeting, if required)

DOCUMENTS

AI 2.B. 140224 District Meeting Minutes
AI 6.B. 140305 Electric Analysis & Insurance Quotation (Station #24 Old Building)
AI 7.D. 130305 KLVFD Travel Requests (Bohl, Desquotte, Mirabella, Moreno, Neitzer)
AI 7.E. 090619 BVK Group Drawings & Funding Summary
AI 7.E. 090619 BVK Group Funding Package Letter
AI 12.A. 130310 Action List