



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen, Seat 2: Kay Cullen, Seat 3: Bob Thomas, Seat 4: George Mirabella, Seat 5: Marilyn Beyer

DISTRICT MEETING MINUTES **MAY 18, 2015 – DRAFT**

1. **AGENDA**

1.A. **Call to Order**

Secretary, Commissioner Beyer called the meeting to order at 6:05 p.m.

1.B. **Pledge of Allegiance**

Commissioner Beyer led the Pledge of Allegiance.

1.C. **Roll Call**

Vicky Fay called the roll. The following Commissioners were present: Marilyn Beyer and George Mirabella. Commissioners Cullen and Thomas were out of town.

Commissioner Allen arrived at 6:38 p.m., and there was a quorum. The meeting was held at Station #24.

Also present were Chief Bock and Scott Robinson.

2. **APPROVAL OF AGENDA & MEETING MINUTES**

2.A. **APPROVAL OF AGENDA May18, 2015**

MOTION: Commissioner Beyer made a motion ***to approve the May 18, 2015 District Meeting Agenda.*** Commissioner Mirabella seconded the motion, and the Board unanimously passed the motion.

2.B. **APPROVAL OF MINUTES**

2.B.1. **Approval of April 27, 2015 Meeting Minutes**

MOTION: Commissioner Beyer made a motion ***to approve the April 27, 2015 District Meeting Minutes.*** Commissioner Mirabella seconded the motion, and the Board unanimously passed the motion.

3. **CHAIRMAN'S REPORT**

The Chairman did not have any new items to report to the Board.

4. **SECRETARY'S REPORT**

The Secretary did not present any new items to the Board.

5. **PUBLIC COMMENT**

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



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6. OLD BUSINESS

6.A. DISCUSSION: Fire Hydrants

6.A.1. Fire Hydrant List 150513

Commissioner Allen reported the Phase 2 FCAA Utility Permits have been issued, and Vicky Fay reported that La Rocco has ordered the parts.

6.B. DISCUSSION: Explorer Program

Commissioner Mirabella received the information from the Florida Fire Chiefs Association. The cadet program is associated with the Great Florida Fire School. The program is a fire college program and leads to certification. Insurance is available as follows: Individual Insurance - \$8.00 per person; Risk insurance - \$982.00 for the organization (\$100.000 per incident). The membership is \$15.00 when no magazine is requested and \$45.00 per person requests the magazine. Commissioner Mirabella will review the SOP's, fundraising and training sessions. All cadets and the fire department personnel will be required to participate in "Protecting Our Youth" training. The Fire College will help with used gear and supplies. Commissioner Allen commented we are moving in the right direction.

7. NEW BUSINESS

7.A. MOTION/APPROVAL: Extension of Brindlee Mountain Fire Apparatus Ladder Truck Contract

Theron Simmons reported the Brindlee Mountain Fire Apparatus Ladder Truck Contract needs to be extended or the Board needs to consider another method of disposing of the vehicle. Commissioner Allen noted that District is still paying taxes and insurance annually for the vehicle.

MOTION: Commissioner Beyer made a motion **to approve extending the Brindlee Mountain Fire Apparatus Ladder Truck Contract for 90 days, and to reduce the asking price to \$25,000.** Commissioner Mirabella seconded the motion, and the Board unanimously passed the motion.

7.B. DISCUSSION: FALSE ALARM ORDINANCE

The purpose of the False Alarm Ordinance is to ensure emergency personnel and equipment is in service and available to respond to legitimate emergency situations. Chief Bock requested clarification regarding enforcement of the False Alarm Ordinance, and when to issue the second False Alarm Notice of Violation. The District does understand that sometimes it takes a few days to repair an out-of-service alarm. Commissioner Beyer indicated the intent of the False Alarm Ordinance is to issue Notices of Violation to people that are not repairing the alarms. Theron Simmons indicated the department should be able to use discretion when issuing False Alarm Notices of Violation.

Commissioner Mirabella and the Fire Department would like residents and businesses to let them know when they will be experiencing a problem with their alarm.



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8. FINANCIAL REPORT

Jennifer Johnson did not have a formal report to present to the Board; however, Johnson wanted the District to know the Wastewater assessment on the Station 24 property has not been paid by the Old Fire Department.

MOTION: Commissioner Beyer made a motion ***to approve bidding on the tax certificate for the Non Ad Valorem tax assessment for wastewater.*** Commissioner Mirabella seconded the motion, and the Board unanimously passed the motion.

9. LEGAL COUNSEL REPORT

Theron Simmons requested an Attorney-Client Closed Session on Monday, June 22, 2015 at 5:30 p.m. with the Commissioners to discuss settlement negotiations and the costs associated with litigation associated with the Old Key Largo Fire Department. The individuals to attend the meeting will be the Commissioners, Theron Simmons, Scott Black and a Court Reporter.

10. EMS DEPARTMENT REPORT

Scott Robinson reported the monthly status report was late due to Corps Manager's absence due to illness.

11. FIRE DEPARTMENT REPORT

AI 11.A. KLVFD Monthly Report & Treasurer's Report 150430

AI 11.B. KLVFD Performance Report 150430

Scott Robinson reported testing will be conducted on June 13, 2015 for volunteers.

12. COMMISSIONER ITEMS

12.A. District Action Plan 150513

Vicky Fay reported there were several items updated on the District Action List. In addition, the Florida DOH is expecting to award their grants during the last couple of weeks of May and first two weeks of June, 2015. FEMA/DHS have issued 315 AFG grants totaling approximately \$40,000,000+.

13. NEXT MEETING

MOTION: Commissioner Beyer made a motion ***to tentatively cancel the June 8, 2015 meeting if there are not any items requiring Board approval,*** which was seconded by Commissioner Mirabella. The Board unanimously passed the motion.

14. ADJOURN

Commissioner Mirabella made a Motion to adjourn the meeting at 6:46 p.m., which was seconded by Commissioner Beyer.

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15. RECONVENED

The meeting was reconvened at 6:47 p.m.

16. DISCUSSION: STATION 25 BATHROOM REPAIRS

Commissioner Mirabella reported that four contractors have presented quotes for the Station 25 bathroom repairs. Commissioner Beyer made a Motion to adjourn the meeting at 6:54 p.m., which was seconded by Commissioner Mirabella. Linda Newman will prepare a list of each quotation's details to enable the department to compare the quotations. The repairs will be over \$10,000 and will require a Budget Line-Item transfer.

The Plymovent Systems will be installed around the end of June. Commissioner Beyer reminded the departments they need service or maintenance contracts.

17. ADJOURN

Commissioner Beyer made a Motion to adjourn the meeting at 6:54 p.m., which was seconded by Commissioner Mirabella.

Next Scheduled Meetings:

June 8, 2015 District Meeting

June 22, 2015 District Workshop (KLVAC Budget) followed by District Meeting

DOCUMENTS

- AI 2.B.1. *District Meeting Minutes 150427*
- AI 6.A.1. *Fire Hydrant List 150513*
- AI 6.B. *FFCA Cadet Membership Guidelines*
- AI 6.B. *Benefits of FFCA Cadets Membership*
- AI 6.B. *2014-2015 Cadet Events*
- AI 6.B. *2015 Summer Retreat Info*
- AI 11.A. *KLVFD Monthly Report & Treasurer's Report 150430*
- AI 11.B. *KLVFD Performance Report 150430*
- AI 12.A. *District Action Plan 150513*