



KEY LARGO FIRE RESCUE & EMS DISTRICT

*Seat 1, William A. Andersen, Seat 2, Michael Cavagnaro;
Seat 3, Mark Wheaton; Seat 4, Tom Tharp;
Seat 5, Marilyn Beyer*



KEY LARGO FIRE & EMS DISTRICT MEETING MINUTES - FINAL

AUGUST 11, 2008 8:53 PM.

Attendees: Chairman, Bill Andersen; Commissioners: Marilyn Beyer, Mike Cavagnaro, Tom Tharp and Mark Wheaton. Also present were: Brenda Beckmann, Johnny Delgado, Vicky Fay, Sergio Garcia, Laurie Harrison, Joshua Hauserman, Peter Rosasco, and Robert Stoky. The meeting was held at the Station #24.

1. **AGENDA**

1.A. Call to Order: Chairman, Bill Andersen, called the meeting to order at 8:53 p.m.

1.B. Roll Call: Vicky Fay called the roll. The following Commissioners were present: Bill Andersen, Marilyn Beyer, Mike Cavagnaro, Tom Tharp and Mark Wheaton. There was a quorum.

2. **APPROVAL OF AGENDA & MINUTES**

2.A. Approval of Agenda

The agenda was reviewed, and Item 6.F. Station 24 Enclosure (Lift to Loft) was deleted.

Motion: Commissioner Tharp made a motion to accept the Agenda with the deletion of Item .F. This motion was seconded by Commissioner Cavagnaro, and was unanimously passed by the Board.

2.B. Approval of Minutes

2.B.1. June 23, 2008 Meeting Minutes (District Meeting)

2.B.2. July 14, 2008 Meeting Minutes (Budget Workshop)

2.B.3. July 14, 2008 Meeting Minutes (District Meeting)

Motion: Commissioner Tharp made individual motions to approve the June 23, 2008 District Meeting Minutes, July 14, 2008 Budget Workshop Meeting Minutes and July 14, 2008 District Meeting Minutes with no changes. These motions were all seconded by Commissioner Cavagnaro and the Board unanimously approved the motions.

REPORTS

3. **Chairman's Report**

The Chairman did not have any new items to report.

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4. Secretary's Report

4.A. Sexual Harassment in the Workplace

Motion: Commissioner Beyer made a motion to table this item until after October 1, 2008 when the Budget Season is over. This motion was seconded by Commissioner Cavagnaro, and the motion was unanimously approved by the Board.

5. OLD BUSINESS

5.A. KLTFD: Status North Station Punch List

Joshua Hauserman reported that \$800.00 is outstanding. The District has two choices: 1) Go to Small Claims Court and go through litigation or 2) Do nothing. The cost to go to Small Claims Court is \$175.00, plus attorney fees.

Motion: Commissioner Cavagnaro made a motion to go to Small Claims Court. This motion was seconded by Commissioner Beyer. The Board unanimously approved the motion.

5.B. KLTFD: Status Fuel Storage Tanks

The Placard is in the mail. This item is considered closed.

5.C. KLTFD: AFG & Safer Grant Status

Vicky Fay provided an update for the 2007 & 2008 AFG Grant, and will provide a written response to Washington tomorrow. The status of the Safer Grant will be updated at the next meeting.

5.D. District: KLTFD: Status North Station (Blinking Traffic Light)

Joshua Hauserman reported that an update will be provided at the next meeting.

5.E. KLTFD: North Station: Assessment/Taxes & Estimate for Installation of Lateral

Motion: Commissioner Tharp made a motion to make the payment to the KLWTD this month for the system development fee. This motion was seconded by Commissioner Cavagnaro, and was unanimously passed by the Board.

Joshua Hauserman contact KLWTD to appeal the EDU's after the payment.

6. NEW BUSINESS (ACTION)

6.A. Discussion: District: Accounting Services Binstock, Rubin, Adler, Aldecoa & Ellzey

This item will be carried over, and it is considered closed.

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6.B. Approval/Motion: KLFVD: Dive/Rescue Vehicle Financial Statements

Peter Rosasco reported the complete financial statements had been received; it is a reputable, healthy firm; and there is a 100% performance bond.

Motion: Commissioner Cavagnaro made a motion to accept the financial statements as presented. This motion was seconded by Commissioner Wheaton and the motion was unanimously passed by the Board.

6.C. Discussion: Expansion of Phantom Fireworks

Phantom Fireworks will proceed forward with the expansion, and the Fire Marshall will ensure they adhere to the codes.

6.D. Bulk Approval/Motion: KLVFD: Travel Requests (Northwest Florida Volunteer Firefighter Weekend)

The requests were reviewed. Vanessa Guatemala's request was revised to \$1,772.00 and the requests for Brian Sellers \$622.00, Eric Fundora \$622.00 and Ted Crook \$622.00 remained the same.

Motion: Commissioner Cavagnaro made a motion to approve the Travel Requests for the Northwest Florida Volunteer Firefighter Weekend in the amount of \$3,638.00. Commissioner Wheaton seconded the motion, the Board unanimously approved the motion.

6.E. Approval/Motion: KLVAC Travel Request/Check Request (ClinCon Conference) (\$1,939.92)

The Final Travel Requests will be submitted to the Finance Department for processing.

Motion: Commissioner Cavagnaro made a motion to approve the Travel Requests for the ClinCon Conference. This motion was seconded by Commissioner Beyer and was unanimously passed by the Board.

7. FINANCIAL REPORT

7.A. Financial Reports (May & June 2008)

Peter Rosasco reviewed the May & June Financial Reports.

8. LEGAL COUNSEL REPORT

There were no new items for Legal Counsel to report to the Board.

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9. EMS DEPARTMENT REPORT

The KLVAC participated in National Night Out; the AED Committee went to Jacobs Aquatic Center; trained 10 new life guards; there are 9 new CPR Instructors and 12 new EVOC instructors.

10. FIRE DEPARTMENT REPORT

Pete Lubert, who worked for Monroe County as a Firefighter passed away. Johnny Bajusz', a Monroe County Firefighter, was involved in a traffic accident when responding to a Fire Emergency. He is the first Monroe County Firefighter to die in the line of duty. The KLVFD will participate in the funeral service and also in National Night Out. There was a Pre-Construction Meeting for Water Emergency Vehicle (Lake Park, FL).

11. ADJOURN

The meeting was adjourned at 9:51 p.m.

Motion: Commissioner Wheaton *made a motion to adjourn the meeting.* This motion was seconded by Commissioner Tharp, and the motion was unanimously passed by the Board.

Next Scheduled Meetings:

August 25, 2008	District Meeting
September 8, 2008	1 st Public Hearing & District Meeting
September 15, 2008	Final Public Hearing & District Meeting

DOCUMENTS

06/23/08 District Meeting Minutes
07/14/08 Meeting Minutes (Budget Workshop)
07/14/08 District Meeting Minutes)
Sexual Harassment in the Workplace
08/05/08 Letter Vernis & Bowling to Monroe County (North Station Blinking Traffic Light)
08/05/08 Letter Vernis & Bowling to FDOT (North Station Blinking Traffic Light)
07/30/08 Email to District from KLWTD (North Station EDU's)
07/31/08 Letter from KLWTD to District (North Station Assessment & Taxes)
08/06/08 Letter Vernis & Bowling to District (EVI Financial Documents Synopsis)
07/17/08 Letter Vernis & Bowling to EVI (Financial Statements)
08/07/08 KLVFD Travel Requests & Supporting Documentation (Guatemala, Sellers, Fundora & Crook)
08/__/08 KLVAC Travel Requests/Check Request & Supporting Documentation (Blondin, Delgado, Cullen & Merra)
05/31/08 & 06/30/08 Revenues & Expenditures
05/31/08 & 06/30/08 Expenditure Detail Report
05/31/08 & 06/30/08 Reconciliation Summary/Detail
05/31/08 & 06/30/08 Register (05/01/08-05/31/08 & 06/01/08 – 06/30/08)

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