



## **KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT**

**Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,  
Seat 5: Marilyn Beyer**

### ***DISTRICT MEETING MINUTES –FINAL***

***July 11, 2011 -***

#### **1. AGENDA**

##### **1.A. Call to Order**

Chairman Andersen called the meeting to order at 7:20 p.m.

Also present were: Don Bock, Vicky Fay, Ronnie Fell, Sergio Garcia, Mike Jenkins, Scott Robinson, Peter Rosasco, Theron Simmons, Bruce Stoll, and Jennifer Zimmer. The meeting was held at Station #24.

##### **1.B. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Jennifer Miller and Mark Wheaton. There was a quorum.

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

##### **2.A. Approval of Agenda**

**Motion:** Commissioner Miller made a motion to ***approve the agenda***. This motion was seconded by Commissioner Beyer. The Board unanimously passed the motion.

##### **2.B. Approval of Minutes**

###### **2.B.1 District Meeting Minutes June 20, 2011 Budget Workshop**

**Motion:** Commissioner Miller made a motion to ***approve the June 20, 2011 Budget Workshop Meeting Minutes with one change***. This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

###### **2.B.2 District Meeting Minutes June 20, 2011 District Meeting**

**Motion:** Commissioner Wheaton made a motion to ***approve the June 20, 2011 District Meeting Minutes***. This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

#### **3. CHAIRMAN'S REPORT**

Chairman Andersen did not have any new items to present to the Board.

#### **4. SECRETARY'S REPORT**

There were no new items presented by Commissioner Beyer.

#### **5. PUBLIC COMMENT**

No requests to address the Board were received from the General Public.



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### **6. OLD BUSINESS**

There was no Old Business brought before the Board.

### **7. NEW BUSINESS**

#### **7.A. Motion/Approval: Resolution #11-004**

The District Clerk read the Motion into the record.

**A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD, FLORIDA; DETERMINING THE PROPOSED MILLAGE RATE, AND THE DATE, TIME AND PLACE FOR THE FIRST AND SECOND BUDGET HEARINGS AS REQUIRED BY LAW: DIRECTING THE CLERK TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MONROE COUNTY PURSUANT TO THE REQUIREMENTS OF THE FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA: AND PROVIDING AN EFFECTIVE DATE.**

**Motion:** Commissioner Wheaton made a motion to **approve Resolution #11-004 to establish a proposed millage rate of 1.00 mill and set the date, time and place for the first and second Budget Hearings.** This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

#### **Final Vote at Adoption:**

Commissioner Beyer	Yes
Commissioner Miller	Yes
Commissioner Wheaton	Yes
Chairman Andersen	Yes

#### **7.B. Appointment of Commissioner to Fill Vacancy Created by Commissioner Edgerton's Resignation**

Theron Simmons reported the Board may appoint, but does not have to appoint, a replacement for Commissioner Edgerton. The replacement would be eligible to run in the next election in 2012 to complete the remainder of the current four-year term. Chairman Andersen suggested asking for resumes from the Public. The applicant should submit a one-page resume to the District Clerk by 5:00 p.m. on Monday, July 18, 2011; and the Clerk will distribute the resumes to the Commissioners. The applicant will have to be duly qualified to fill the seat, and must live within the District. The Commissioners will rank their choice prior to the meeting; and decision will be by majority vote.

### **ADJOURN**

Commissioner Beyer made a motion to adjourn at 6:12 p.m. to convene the Budget Workshop. The motion was seconded by Commissioner Miller. The motion was passed unanimously by the Board.

### **RECONVENE**

The meeting was reconvened at 7:15 p.m.

#### **7.C. Length of Service Awards Program (LOSAP)**

Bruce Stoll is investigating several options for the LOSAP Plan: Monroe County, and the State Fire Fund (Municipal Police & Firefighter Fund). With the County Plan, the participants would be eligible to receive



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### **7.C. Length of Service Awards Program (LOSAP)**

benefits after ten years. LOSAP is available for Special Districts. It is based upon time, and the participants would be eligible to fund. The District does not qualify for the 175/185 fund because the paid personnel do not work directly for the District, they work for a 501c(3). The Administrator will pursue working with the County to see if we can piggyback off of their fund because they have the infrastructure in place for the program, and confirm if the volunteers would qualify to participate in the Municipal Police & Firefighter Fund to identify the best plan for the District.

### **7.D. Discussion: Hydrants**

Theron Simmons contact FCAA to confirm if the District can work with FCAA to purchase the hydrants.

### **7.E. Discussion: Govdeals.com**

Stoll reported the District may use govdeals.com for the surplus vehicles. Govdeals.com will provide guidance on pricing. There is an auction fee of 12.5%. There are two options: Option 1: The District would pay the fee or Option 2: the buyer would pay the 12.5% or 7.5% auction fee. The Administrator will move forward on selling the surplus vehicles on govdeals.com.

### **7.F. Discussion: Insurance: Workman's Comp., Unemployment, and Liability**

Theron reported the District is not required to have Workman's Comp for only one person; and Unemployment is not required for part-time employees. Jennifer Zimmer will check on the liability insurance.

### **7.G. Discussion: Line-of-Duty-Death Training**

Bruce Stoll presented the information on the Line-of-Duty Death Training. It is a one-day course to help organizations understand what actions the District should take in the event a firefighter is killed in the line of duty. There is no cost to the District, as the Foundation covers the mileage and lodging. Bruce will attend the course and bring back information for the Commissioners.

### **7.H. Discussion: AFG Grant Training**

Assistance to Firefighter's Grant Training will be conducted at Coral Springs on Wednesday, July 11, 2011.

**Motion:** Commissioner Wheaton made a motion to **approve the Administrator and the District Clerk to attend the class, and the expenses will include mileage from the Station and lunch.** This motion was seconded by Commissioner Beyer. The Board unanimously passed the motion.

### **7.I. Motion/Approval: Travel Request (Chief Garcia) NIMS ICS Hazard Officer \$1,539.14**

The Board discussed the training, and Commissioner Miller recommended Chief Garcia travel to the conference on Monday instead of Sunday. This will save the district over \$200.00.

**Motion:** Commissioner Wheaton made a motion to **approve Chief Garcia attending the ICA Hazard Officer Class. The expenses were approved with the exception of Sunday.** This motion was seconded by Commissioner Miller, and the Board passed the motion unanimously.



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### **8. FINANCIAL REPORT**

No report was presented by Finance.

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

Theron Simmons reported the District needs to conduct a Closed-Session meeting to discuss the litigation costs concerning litigation between Freeman and the District. A court reporter will need to be present at the meeting. The District Clerk will place the advertising to announce the Closed-Session.

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

The ambulance is working and is not leaking, and the new ambulance will be ready around mid August. The permit for the sewer installation has been issued. It will probably be on the southbound side of the building.

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

Chief Garcia reported things were good on the Operations side.

### **12. DISTRICT ADMINISTRATOR REPORT**

Bruce Stoll reported everything has been covered.

### **13. COMMISSIONER'S ITEMS**

No new items were presented by the Commissioners.

### **14. ADJOURN**

Commissioner Wheaton made a motion, which was seconded by Commissioner Miller to adjourn the meeting at 7:41 p.m. This motion was passed passed by the Board.

### **Next Scheduled Meetings:**

July 25, 2011 District Budget Meeting (Final Review of Proposed Budget) followed by District Meeting  
August 8 and August 22, 2011 District Meetings  
September 12, 2011 1<sup>st</sup> Public Hearing followed by District Meeting  
September 19, 2011 Final Public Hearing followed by District Meeting  
October 10 and October 24, 2011 District Board Meetings  
November 21, 2011 District Board Meeting  
December 19, 2011 District Board Meeting

### **. Documents:**

110620 Budget Workshop Meeting Minutes June 20, 2011  
110620 District Meeting Minutes June 20, 2011  
110711 Resolution #11-004  
110711 Travel Request (Garcia) NIMS ICS Hazard Officer \$1,539.14