



## **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***

***July 25, 2011 - DRAFT***

#### **1. AGENDA**

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

Chairman Andersen called the meeting to order at 7:49 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 Wheaton. The Board unanimously passed the motion.

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

###### **2.B.1 District Meeting Minutes July 11, 2011 Budget Workshop**

**Motion:** Commissioner Miller made a motion to ***approve the July 11, 2011 Budget Workshop Meeting Minute***, which was seconded by Commissioner Beyer. The Board unanimously passed the motion.

###### **2.B.2 District Meeting Minutes July 11, 2011 District Meeting**

**Motion:** Commissioner Beyer made a motion to ***approve the July 11, 2011 District Meeting Minutes***. This motion was seconded by Commissioner Wheaton, 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.



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### **5. PUBLIC COMMENT**

Kay Thacker addressed the Board.

### **6. OLD BUSINESS**

#### **6.A. Infrastructure Funds**

Theron Simmons reported that Cynthia has been out on vacation, and he expects to report on the infrastructure funds at the next meeting.

#### **6.B. Fire Hydrants**

Simmons reported that FCAA is more than willing to do everything for the District. They would like to use our engineering. Marathon received a bid to install hydrants of \$6,050.

**Motion:** Commissioner Beyer made a ***motion for Legal to pursue working with FCAA to reduce the District's costs for the fire hydrants,*** which was seconded by Commissioner Wheaton. The Board unanimously approved the motion.

#### **6.C. Liability Insurance**

VFIS reported there is no workman's compensation. They provided a proposal to Bruce for accident/sickness insurance. VFIS would require workman's comp or accident or sickness insurance. Jennifer will check with an employee leasing company to see what their charges would be for the insurance.

#### **6.D. Tanker Refurbishment**

Bruce Stoll reported initially some things sound good and some things sound bad about refurbishing the tanker. Burley will need to do a complete check and report for the District.

#### **6.E. LOSAP**

Stoll reported the District is not eligible for the 175/185 plan. Bruce has a call in to the County Administrator to see if the District may piggyback onto the County's LOSAP Plan.

### **7. NEW BUSINESS**

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

Theron Simmons reported the Commissioners may or may not fill the commissioner's seat vacated by Commissioner Edgerton's resignation. Three individuals submitted resumes: Tom Tharp, Tommy Thompson and Kent Van Winkle.

**Motion:** Commissioner Miller made a ***motion for the commissioners to appoint a replacement to fill the Commissioner Edgerton's vacant seat,*** which was seconded by Commissioner Beyer. The vote was as follows: Beyer (Yes), Miller (Yes), Wheaton (No) and Andersen (Yes). The motion was passed by majority vote.



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**Motion:** Commissioner Miller made a ***motion to rank the individuals that submitted resumes for consideration.*** This was seconded by Commissioner Beyer, and the Board unanimously approved the motion.

### **7.A. Appointment of Commissioner to Fill Vacancy Created by Commissioner Edgerton's Resignation (Continued)**

Tom Tharp was unanimously selected for the position.

**Motion:** Commissioner Miller made a ***motion for the commissioners to appoint Tom Tharp as the Interim Commissioner until the next election,*** which was seconded by Commissioner Wheaton. The board unanimously passed the motion.

### **7.B. Discussion: National Night Out**

The Clerk reported that National Night Out is August 2, 2011 at the Murray Nelson Government Center from 6:00 to 8:00 p.m. This event is sponsored by the Monroe County Sheriff's Office to recognize individuals and homeowner associations active in the Crime Watch Program. Both the Fire Department and the Ambulance Corps will be working at the event.

### **7.C. Motion/Approval: KLVAC Budget Line-Item Transfer \$7,000.00**

**Motion:** Commissioner Miller made a ***motion approve transferring \$7,000.00 from Account 526-461 (Repair & Maintenance-Building) to Acct 526-522 (Diesel) in the amount of \$2,000.00 and \$5,000.00 to Acct 526-462 (Repair Vehicles).*** This was seconded by Commissioner Beyer, and the Board unanimously approved the motion.

## **8. FINANCIAL REPORT**

Jennifer Zimmer reported the District's total expenditures are currently at 65.9%, the Fire Department is at 69.2% (without purchasing the truck) and the Ambulance Corps is at 72.7%. The District is not expected to use all of the \$300,000 from the reserve fund.

## **9. LEGAL COUNSEL REPORT**

Theron Simmons did not have any other legal items to present to the Board.

## **10. EMS DEPARTMENT REPORT**

No new items were presented to the Board by the Ambulance Corps.

## **11. FIRE DEPARTMENT REPORT**

Chief Garcia reported the Extrication Class was successful in Homestead.

## **12. DISTRICT ADMINISTRATOR REPORT**

Bruce reported he attended the Line of Duty Death Training last week. A lot of information on what the Fire Department should do in the event of a death. There are benefits available to the families of fallen firefighters.



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

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

### **14. ADJOURN**

Commissioner Miller made a motion to adjourn the meeting at 8:09 p.m., which was seconded by Commissioner Wheaton. This motion was unanimously passed by the Board.

#### **Next Scheduled Meetings:**

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:**

110711 Budget Workshop Meeting Minutes July 11, 2011

110711 District Meeting Minutes July 11, 2011

110630 District Financial Reports

110630 KLVAC Reports

110630 KLVFD Performance Reports & May Meeting Minutes