



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

*Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,
Seat 4: Tom Tharp, Seat 5: Marilyn Beyer*

DISTRICT MEETING AGENDA MARCH 12, 2012 – FINAL

1. AGENDA

1.A. Call to Order

Chairman Andersen called the meeting to order at 6:00 p.m.

Also present were: Don Bock, Frank Conklin, Vicky Fay, Matt Francis, Sergio Garcia, Scott Robinson, Theron Simmons, and Jennifer Zimmer. The meeting was held at Station 24.

1.B. Pledge of Allegiance

Commissioner Miller led the Pledge of Allegiance.

1.C. Roll Call

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

2. APPROVAL OF AGENDA

2.A. Approval of Agenda

District Meeting/Closed-Session/Public Hearing

Motion: Commissioner Miller made a motion to ***approve the Agenda for the District Closed-Session/Public Hearing & District Meetings.*** This motion was seconded by Commissioner Beyer and the motion was passed unanimously by the Board.

3. ADJOURN DISTRICT MEETING

Motion: Commissioner Miller made a motion ***to adjourn the District Meeting at 6:02 p.m.*** This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

4. CONVENE CLOSED SESSION

4.A. Costs Associated with Pending Lawsuit

The Attorney-Client Closed Session began at 6:03 p.m.

5. ADJOURN Closed Session

Motion: Commissioner Tharp made a motion ***to adjourn the Closed-Session at 6:14 p.m.*** This motion seconded by Commissioner Beyer. The Board unanimously passed this motion.

6. CONVENE PUBLIC HEARING

The Public Hearing convened at 6:16 p.m.



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6.A. Public Comment

Terry Holland spoke on behalf of the Native Americans, and thanked the Commissioners for working with them regarding ceremonial and religious fires.

6.B. 2nd Reading: Ordinance #2012-002 Open Burning Within the District

The District Clerk read the Ordinance 2012-002 Header into the Record. There was no discussion regarding the Ordinance.

7. ADJOURN PUBLIC HEARING

Motion: Commissioner Miller made a motion ***to adjourn the Public Hearing at 6:20 p.m.*** This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

8. RECONVENE DISTRICT MEETING

The District Meeting was reconvened at 6:21 p.m.

9. Approval of Minutes

9.A. District Meeting Minutes – February 6, 2012

Chief Garcia requested three changes to the minutes change ECI to ESCI, indicate the adopted schedule was prepared by Cindy Lawson and the price of the rescue truck was \$525,000.

Motion: Commissioner Miller made a motion ***to approve the February 6, 2012 District Meeting Minutes, as amended.*** This motion seconded by Commissioner Wheaton. The Board unanimously passed this motion.

9.B. District Meeting Minutes – February 13, 2012

Motion: Commissioner Wheaton made a motion ***to approve the February 13, 2012 District Meeting Minutes as presented.*** This motion was seconded by Commissioner Miller, and the motion was passed unanimously by the Board.

10. CHAIRMAN'S REPORT

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

11. SECRETARY'S REPORT

There were no new items presented by the Secretary.

12. PUBLIC COMMENT

No members from the General Public requested speaking to the Board.

13. OLD BUSINESS



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13.A. Approval/Motion: Ordinance #2012-001 False Alarm

There were two Public Hearings conducted for the reading of the False Alarm Ordinance, and the meetings were properly advertised.

Motion: Commissioner Wheaton made a motion **to approve the Ordinance #2012-001 False Alarm**. This motion seconded by Commissioner Beyer. The Board unanimously passed this motion as follows: Andersen (Yes), Beyer (Yes), Miller (Yes), Tharp (Yes), and Wheaton (Yes).

13.B Approval/Motion: Ordinance #2012-002 Open Burn

There were two Public Hearings conducted for the reading of the Burn Ordinance, and the meetings were properly advertised.

Motion: Commissioner Wheaton made a motion **to approve the Ordinance #2012-002 Open Burning within the District**. This motion was seconded by Commissioner Miller, and the motion was passed by Board majority as follows: Andersen (Yes), Beyer (No), Miller (Yes), Tharp (Yes), and Wheaton (Yes).

14. NEW BUSINESS

14.A. Approval/Motion: Resolution #2012-001 Open Burn

Theron Simmons reported that Legal worked with the Native Americans for their right to have fires. This resolution is in recognition of the Board's intent not to prohibit ceremonial or religious fires. A vote in favor of the resolution does not mean the Commissioners were in support of the Ordinance.

Motion: Commissioner Wheaton made a motion **to approve the Resolution #2012-002 Open Burn**. This motion was seconded by Commissioner Miller. The Board unanimously passed this motion at 6:35 as follows: Andersen (Yes), Beyer (Yes), Miller (Yes), Tharp (Yes), and Wheaton (Yes).

14.B. Approval/Motion: Advertising Ambulance/Squad 71

Theron Simmons explained discussed these two items being placed into surplus. Advertising locally is required per the statute. The local advertising will reference govdeals.com. Vehicles under \$5,000 do require local advertising, and Commissioner Wheaton will handle the disposition of Rescue 71 and the old Dive Van.

Motion: Commissioner Miller made a motion to approve local advertising for Squad 71 and the old dive rescue vehicle for the least expensive amount for advertising and advertising in Govdeals.com. This motion was seconded by Commissioner Wheaton, and the motion was passed unanimously by the Board.

14.C. Discussion: Traffic Light

Theron Simmons reported it is the District's responsibility to maintain the emergency lights. The County will fix the light. Legal does not recommend an Inter-local Agreement with Monroe for the emergency lights. Monroe County has an agreement with FDOT to maintain



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14.C. Discussion: Traffic Light (Continued)

traffic lights, but not emergency lights. The District needs to identify a company to repair the emergency lights. Legal will contact FDOT to determine who should repair the wireless system.

14.D. Approval/Motion: KLVFD Travel Request (\$3,049.29)

Jennifer Zimmer reported should this travel request be approved; the department's travel budget will be over budget by \$12.00 for the year. Commissioner Tharp felt the travel might be better utilized to send the fire fighters to school. Chief Garcia reported the previous travel was used to send fire fighters to the Great Florida Fire School. Commissioner Miller would like the department to be more frugal when traveling. Chief Garcia indicated this is the preferred conference to attend. The Commissioners requested Chief Garcia make reservations, well in advance, of the conference to reduce transportation expenses.

Motion: Commissioner Wheaton made a motion **to approve Chief Garcia's Travel Request to attend the FDIC Conference in the amount of \$3,049.29.** This motion was seconded by Commissioner Miller, and the motion was passed unanimously by the Board.

14.E. Discussion: Strategic Plan

Commissioner Andersen was impressed with the Strategic Plans the Commissioner received. Commissioner Tharp is conducting more research to help the District develop the plan. At the next meeting, Commissioner Tharp will present guidelines to help make it easier when moving forward with the Strategic Plan.

Commissioner Beyer asked if the County has a Strategic Plan for the County Fire Departments; if so, it would be the most similar to our District.

15. FINANCIAL REPORT

Jennifer Zimmer reported that through January, the District should be at 33.33% of the total budget. The District has received 78% of the Ad Valorem taxes. The District Board's expenses are at 38% due to the front-ended items; such as, fees and insurance. The Fire Department is at 21.3% of its budget. The department is at 36.9% for volunteer reimbursement and 91.7% for overtime. Repairs and maintenance for the buildings and vehicles is also high. The Ambulance Corps is at 31.7% of budget, and overtime is at 61%. Repairs and maintenance are high; however, it does not include the Palmetto Ford ambulance refund.

16. LEGAL COUNSEL REPORT

Theron Simmons reported no information has been received from the ITN Committee. Chief Garcia indicated another meeting should be held later in the week. It is expected the ITN's for the rescue pumper and the tanker can be issued by the end of the week.

17. EMS DEPARTMENT REPORT

17.A. KLVAC Report (February)

Ambulance 74 needs to have a sensor replaced. Ambulance 75 is holding. The Corps is in the process of hiring two paramedics as two are on leave of absence. One was hired by Miami Beach, and one was for a summer business. Scott Robinson followed up with the County



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17.A. KLVAC Report (February)

regarding the LOSAP Plan. The information was submitted to the District Clerk for a subsequent District Meeting. Commissioner Miller suggested that perhaps the Corps should advertise training by the Corps because some of the CPR requirements were changed.

18. FIRE DEPARTMENT REPORT

18.A. Performance Reports (January 2012)

18.B. Performance Reports (February 2012)

Chief Garcia reported all is well. Four people were transported from 1st State Bank to the hospital because they were not feeling well. The cause was a Freon leak in the air conditioning duct. There was a head-on motor vehicle in Tavernier. A plane went down on the 18 mile stretch, and Trauma Star airlifted people out. Miami-Dade would like to participate in helicopter landing-zone training.

19. COMMISSIONER'S ITEMS

The March 26, 2012 meeting will be postponed to April 9, 2012.

20. ADJOURN District Meeting

Commissioner Tharp made a motion to adjourn the meeting at 7:28 p.m., which was seconded by Commissioner Wheaton.

Next Scheduled Meetings:

April 9, 2012 District Meeting
April 23, 2012 District Meeting
May 14, 2012 District Meeting
June 11, 2012 KLVAC Budget Workshop and District Meeting
June 25, 2012 KLVFD Budget Workshop and District Meeting