



## 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: Danny Powers

### DISTRICT MEETING MINUTES

December 18, 2017 – FINAL

(KLVFD – Station #24 – 6:00 p.m.)

#### 1. AGENDA

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

Commissioner Allen called the District Meeting to order at 6:08 p.m.

##### 1.B. Pledge of Allegiance

Commissioner Powers led the Pledge of Allegiance

##### 1.C. Roll Call - All Attendees

Carol Greco called the roll. The following commissioners were present: Commissioner Danny Powers; Commissioner Kay Cullen; Commissioner Tony Allen; Commissioner George Mirabella; Commissioner Bob Thomas. There was a quorum.

Also present were Jennifer Johnson, Dirk M. Smits, Esq. and Gaelan P. Jones, Esq.

#### 2. APPROVAL OF AGENDA & MINUTES

##### 2.A. Approval of December 18, 2017 Agenda

***MOTION:*** Commissioner Thomas mad a motion ***to approve the December 18, 2017 District Meeting Agenda.*** Commissioner Cullen seconds; the Board unanimously passes the motion.

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

##### 2.B.1 November 13, 2017 Strategic Planning Workshop

Commissioner Mirabella made a motion ***to approve the November 13, 2017 Strategic Planning Workshop.*** Commissioner Thomas seconded, and the Board unanimously passed the motion.

##### 2.B.2 November 13, 2017 District Meeting Minutes

Commissioner Mirabella made a motion ***to approve the November 13, 2017 District Meeting Minutes.*** Commissioner



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Thomas seconded, and the Board unanimously passed the motion.

### 3. PUBLIC COMMENT

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### 4. CHAIRMAN'S REPORT

There was nothing new to report.

### 5. SECRETARY'S REPORT

There was nothing new to report.

### 6. OLD BUSINESS

#### 6.A. DISCUSSION: Fire Hydrant Project

### 7. NEW BUSINESS

#### 7.A. MOTION PROPOSED 2018 DISTRICT MEETING SCHEDULE/APPROVAL:

Commissioner Thomas made a motion **to approve the Proposed 2018 District Meeting Schedule/Approval**. Commissioner Cullen seconded, and the Board unanimously passed the motion.

#### 7.B. MOTION MES QUOTE FOR SCBA /APPROVAL:

Jennifer Johnson reported the order of 60 SCBA's and reviewed the quote of MES; waiver of purchasing procedures and use of breathing air for bottles. The BAC quote for the removal of current storage and additional of cylinders was discussed before the Board, along with a motion to waive three quote policy.

Commissioner Mirabella made a motion **to accept the BAC quote for removal of current storage and to add cylinders**. Commissioner Thomas seconded; no votes; and the Board unanimously passed the motion.

Commissioner Cullen made a motion **to approve the waiver of the three quote policy**. Commissioner Powers seconded; no votes and the Board unanimously passed the motion.



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### **7.C. MOTION CURTIS TUCKER PAINTING QUOTE / APPROVAL:**

A motion to use Curtis Tucker Painting in lieu of Painting by Luis and Brother's Painting & Pressure Cleaning was made as the Curtis Tucker quote included the patching of the building.

Commissioner Thomas made a motion **to accept the Curtis Tucker Painting Quote to pressure wash, patch and paint the exterior of Fire Station #24**. Commissioner Thomas seconded; no votes; and the Board unanimously passed the motion.

### **7.D. MOTION TEN-8 BUNKER GEAR QUOTE / APPROVAL:**

The Board discussed the quote for bunker gear with Jennifer Johnson, and the passed deadline of 12/8/17 to accept; it was discussed that the quote remains effective to 1/1/18. There were also discussed made to set up future funds for the replacement of gear when needed.

Commissioner Mirabella made a motion **to accept the Ten-8 Fire Equipment quote for the purchase of bunker gear**. Commissioner Powers seconded; no votes; and the Board unanimously passed the motion.

## **8. FINANCIAL REPORT**

The September Fiscal Year 2017 budget was reviewed with the Board and Ms. Johnson. The budget revealed 99.99% in revenue; with \$34,000 in expenditures; \$37,129 tax refund and \$7601 refund from the Property Appraiser.

A discussion was had regarding FEMA reimbursements for fixed hourly rate volunteers and paramedics paid during Hurricane Irma. Additional discussions were also had regarding FEMA reimbursement for roof damage.

## **9. LEGAL COUNSEL REPORT**

Legal counsel discussed the 12/7/17 response letter from the Office of the Attorney General and the opinion requested for raising the millage rate. The AG's office has referred the request to the Opinions Section, which will research and respond at a later date.

Jennifer will amend ILA to allow rollover money to be used for fire and capital; money must be spent in a calendar year.



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### **10. AMBULANCE CORPS REPORT**

Two paid paramedics were added along with an additional 10 volunteers to the Corps.

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

Commissioner Thomas discussed the department occasionally bring the equipment out to neighborhoods similar to Islamorada when they drove their trucks throughout their service neighborhoods during the holiday season.

### **12. COMMISSIONER ITEMS**

Thanks to Jennifer Johnson for her explanation of the insurance deductible from storm damage after the hurricane; attempt to get all policies under one agent.

Explore bidding for insurance services in Jan/Feb 2018.

### **13. NEXT MEETING**

Commissioner Thomas made a ***motion to cancel the 1/8/18 meeting and hold the next meeting on 1/22/18.*** Commissioner Powers seconds; motion passes.

### **14. ADJOURN**

Commissioner Mirabella made a Motion to Adjourn at 6:55 p.m., which was seconded by Commissioner Allen.



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### **DISTRICT MEETING AGENDA**

**December 18, 2017 – FINAL**

**(KLVFD – Station #24 – 6:00 p.m.)**

#### **1<sup>st</sup> Quarter Meeting Schedule:**

January 8, 2018	District Meeting (if required)
January 22, 2018	District Meeting
February 12, 2018	District Meeting (if required)
February 26, 2018	Strategic Planning Workshop followed by District Meeting
February 26, 2018	District Meeting (if required)
March 12, 2018	District Meeting (if required)
March 26, 2018	District Meeting (if required)