DISTRICT MEETING MINUTES - FINAL
April 8, 2019

1. **AGENDA**
   1a. **Call to Order**
   Chairman Allen called the District Meeting to order at 6:00 p.m.

   1b. **Pledge of Allegiance**
   Commissioner Conklin led the Pledge of Allegiance.

   1c. **Roll Call**
   Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, George Mirabella, Danny Powers and Bob Thomas. There was a quorum

   Also present were: Don Bock, Vicky Fay, Jennifer Johnson, Gaelan Jones Esq., and Scott Robinson. The meeting was held at Station 24.

2. **APPROVAL OF AGENDA & MINUTES**
   2a. **Approval of April 8, 2019 District Meeting Agenda**
   Item 7c was changed to Station 25, and Item 7e was changed to $40,000.

   **MOTION:** Commissioner Powers made a motion to approve the April 8, 2019 District Meeting Agenda with the changes to Item 7c and 7e. Commissioner Conklin seconded, and the Board unanimously passed the motion.

   2b. **Approval of Minutes**
   2b.1 **Approval of February 25, 2019 District Meeting Minutes**

   **MOTION:** Commissioner Thomas made a motion to approve the February 25, 2019 Minutes, which was seconded by Commissioner Powers, and the Board unanimously passed the motion.

   2b.2 **Approval of March 11, 2019 District Meeting Minutes**

   **MOTION:** Commissioner Powers made a motion to approve the March 11, 2019 Minutes. Seconded by Commissioner Conklin, and the Board unanimously passed the motion.

3. **PUBLIC COMMENT**
   Monica Myers and Cecil Lyndsey of Paychex made a presentation regarding Fire Department and Ambulance Corps Payroll Services. Paychex will submit a new proposal.
4. **CHAIRMAN REPORT**
The Chairman did not have any items to report to the Board.

5. **SECRETARY REPORT**
There were no items presented to the Board by the Secretary.

6. **OLD BUSINESS**
   6a. **Fire Hydrant Report**
       Commissioner Thomas indicated the hydrant installation should begin this week.
   
   6b. **Department Accounting Fees**
       Scott Robinson provided the information regarding payroll services and the 401K plan services to Moss & Associates.

7. **NEW BUSINESS**
   7a. **DISCUSSION: Community Event May**
       Commissioner Conklin indicated an event would be held before the end of the year. He indicated the press releases should be issued about the fire hydrant project, new equipment and the new engine.
   
   7b. **DISCUSSION: FASD Report**
       Commissioner Mirabella discussed the presentation at the January 2019 FASD Meeting.
   
   7c. **MOTION/APPROVAL: KLVFD (Station 25 Painting)**
       The Board discussed the quotes for painting Station 25.
       
       MOTION: Commissioner Thomas made a motion to select Curtis Tucker to paint Station 25 in the amount of $14,500, which was seconded by Commissioner Powers, and the Board unanimously passed the motion.

   7d. **MOTION/APPROVAL: FEMA/State of Florida DEM Sub-Grant Agreement Z1076 $132,768.54**
       The Federal share of this agreement is $128,210.60 and the State share is $4,557.94.
       
       MOTION: Commissioner Thomas made a motion to approve the FEMA/State of Florida Sub-Grant Agreement in the amount of $132,768.54. The motion was seconded by Commissioner Mirabella, and the Board unanimously passed the motion.

   7e. **MOTION/APPROVAL: KLVAC Station 23 Roof Replacement Lindholm Construction $40,000**
       The quote was revised to $40,000.00 to include painting the roof white. Commissioner Thomas questioned why the District is responsible for a building that EMS owns. The Property Appraiser shows the Corps owns the land. Legal requested a copy of the title showing DEP owns the land.
7e. MOTION/APPROVAL: KLVAC Station 23 Roof Replacement Lindholm Construction $40,000 (Continued)

There are two mold areas in the building. The bills will be submitted to FEMA for Reimbursement.

_MOTION:_ Commissioner Conklin made a motion to approve the
The quote from Lindholm Construction in the amount of $40,000.00
which was seconded by Commissioner Mirabella, and the Board
unanimously passed the motion.

8. FINANCE REPORT
No report.

9. LEGAL COUNSEL REPORT
Gaelan Jones requested five or six hours to update the website.

10. AMBULANCE CORPS REPORT
The Annual Report will be submitted at the next meeting. A Truck is at the Dealer for warranty work, and it needs additional work. The District logo was added to two ambulances.

11. FIRE DEPARTMENT REPORT
The new engine was delivered. The Annual Report has been drafted.

12. COMMISSIONER ITEMS
Commissioner Thomas thanked the firefighters for attending the meeting.

13. NEXT MEETING
13a. District Meeting:
Commissioner Thomas is not available for April 22nd meeting, and Commissioner Mirabella is Not available for May 20th meeting.

_MOTION:_ Commissioner Conklin made a motion to approve cancelling the
April 22, 2019 meeting. Commissioner Powers seconded, and the Board unanimously
passed the motion.

14. ADJOURN
Commissioner Conklin made a motion to adjourn, which was seconded by Commissioner Powers at 7:21 p.m.

_(See next page)_
NEXT MEETINGS
April 22, 2019 District Meeting
May 13, 2019 District Meeting *(if required)*
May 20, 2019 Strategic Planning Workshop & District Meeting
June 10, 2019 District Meeting *(if required)*
June 24, 2019 KLVAC Budget Workshop & District Meeting

DOCUMENTS
AI 2a  District Meeting Agenda
AI 2b.1  February 25, 2019 Strategic Planning Workshop Minutes
AI 2b.2  February 25, 2019 District Meeting Minutes
AI 7d  FASD Report
AI 7e.1  Safety Cone Policy 8/1/15
AI 7e.2  Quarterly Performance Objective Program Policy 1/1/16
AI 7e.3  Social Media Policy 8/5/16
AI 7e.4  Leave of Absence Policy 6/16 /18
AI 7e.5  Harassment Policy #2018-5-15-01
AI 7e.6  SOP 600.08 Mutual Aid Response & Operations 2/12/19