KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

DISTRICT MEETING MINUTES
June 24, 2019 – FINAL

1. AGENDA
   1a. Call to Order
       Chairman Allen called the District Meeting to order at 6:21 p.m.

   1b. 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, Chris Jones, Gaelan Jones Esq., and Scott Robinson. The meeting was held at Station 24.

2. APPROVAL OF AGENDA & MINUTES
   2a. Approval of June 24, 2019 District Meeting Agenda
       Chief Bock will speak on items 7c and 7d. There is no additional information on repairs pending the sale of the vehicles.

       **MOTION:** Commissioner Conklin made a motion to combine agenda items 7c and 7d. Commissioner Powers seconded, and the Board unanimously passed the motion.

       **MOTION:** Commissioner Thomas made a motion to approve the June 24, 2019 District Meeting Agenda with items 7c and 7d being combined. Commissioner Conklin seconded, and the Board unanimously passed the motion.

   2b. Approval of Minutes
       2b.1 Approval of May 11, 2019 District Meeting Minutes

       **MOTION:** Commissioner Thomas made a motion to approve the May 11, 2019 District Meeting Minutes, which was seconded by Commissioner Conklin and the Board unanimously passed the motion.

3. PUBLIC COMMENT
   Sue Heim spoke on item 7a. Ron Mobley spoke on item 7c.

4. CHAIRMAN REPORT
   The Chairman did not have any items to report to the Board.

5. SECRETARY REPORT
   The Secretary did not have any items to report to the Board. Commissioner Mirabella will bring information from the FASD Conference to a future meeting.

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The KLFR&EMS District Mission is to provide exceptional fire protection and emergency medical services efficiently and cost-effectively without compromising the health or safety of residents or personnel.

www.klfirerescueems.com
6. OLD BUSINESS
   6a. Fire Hydrant Report
       Commissioner Thomas reported installation is in progress, and the status of the two FDOT hydrants will be checked. Marnie Walterson, FKAA, has the proposed FY 2019-2020 fire hydrant list for review.

   6b. Department Accounting Fees
       Scott Robinson reported the accounting fees have been reduced by approximately 50%. The current accountant agreed with the new fee starting in August. Paychex offers medical insurance.

7. NEW BUSINESS
   7a. MOTION APPROVAL: Station 24 Bay Door Replacement
       Gaelan Jones reported that emails to rebid the Bay Door Replacement had been sent to all of the vendors. One vendor did not respond. Above All is the lowest bidder at $3,800.00.

       MOTION: Commissioner Thomas made a motion to approve the Station 24 Bay Door Replacement with Above All Garage Doors in the amount of $3,800.00. Commissioner Conklin seconded, and the Board unanimously passed the motion.

   7b. MOTION APPROVAL: KLVAC Clincon Conference Travel Authorization Request not to exceed $3,597.32

       MOTION: Commissioner Mirabella made a motion to approve the KLVAC Travel Authorization Request to the Clincon Conference in the amount of $3,597.32. Commissioner Thomas seconded, and the Board unanimously passed the motion.

   7c. & 7d. DISCUSSION: Sale of Squad 24 and Dive Rescue 25 & Vehicle Repairs $24 ($55,000)
       The department received quotes of $30,000 for the dive rescue vehicle and $140,000 for the squad. The equipment from the squad can be used by the department. The department will pursue selling the vehicles.

   7e. DISCUSSION: Establish Ordinance “New Thatching for Commercial Buildings” & “Fire Sprinklers for Existing Thatching on Commercial Buildings”
       Gaelan Jones reported the District would need to coordinate any ordinances affecting development of new or existing Tiki hut thatching with the Monroe County Planning Department. Commissioner Mirabella will research NFPA regulations to identify if any exist. The Board directed Legal to contact the County Planning Department.

   7f. MOTION APPROVAL: Motorola Solutions $5,959 for programming ($1,544) and installation services ($4,415) that were not previously approved as part of the initial radio and installation purchase.

       MOTION: Commissioner Thomas made a motion to approve the Motorola Solutions invoice for additional programming and installation services of the portable radios in the amount of $5,959. Commissioner Mirabella seconded, and the Board unanimously passed the motion.
7g. **DISCUSSION: Half-Cent Projects**
Commissioner Allen requested suggestions for approaching BOCC Commissioner Murphy regarding the one-half sales tax funds generated in Monroe County. Some of the suggestions received were the addition of a second story on Station 24, radio antennas, and working with FKCC to add training and a burn center.

8. **FINANCIAL REPORT**
No report.

9. **LEGAL COUNSEL REPORT**
There were two complaints to the State Attorney’s Office regarding purchasing methods. The District has been exonerated of any wrongdoing by the State Attorney’s Office.

10. **AMBULANCE CORPS REPORT**
10a. **KLVAC Monthly Report & Treasurers Report 190531**
The Department conducted testing for volunteers, and eight people applied. There are two part-time paramedics and six volunteers. The department is looking for an Ultrasound machine to use with the grant.

11. **FIRE DEPARTMENT REPORT**
11a. **KLFD Monthly Report 190531**
11b. **KLFD Performance Report 190531**
Commissioner Powers questioned whether the run report contained too much information. Gaelan will review to ensure that improper personal information is not placed on the website.

12. **COMMISSIONER ITEMS**
The Clerk reminded the commissioners the Financial Information is due to the Supervisor of Elections. The due date is July 1, 2019.

13. **NEXT MEETING**
13a. **Strategic Planning Workshop & District Meeting July 8, 2019**

14. **ADJOURN**

**MOTION:** Commissioner Mirabella made a motion to adjourn, which was seconded by Commissioner Powers at 7:28 p.m.

*(See Next Page)*
NEXT MEETINGS
July 8, 2019  Strategic Planning Workshop & District Meeting
July 22, 2019  KLVFD Budget Workshop & District Meeting
August 12, 2019  Budget Workshop & District Meeting
August 26, 2019  Budget Workshop & District Meeting
September 9, 2019  1st Public Hearing & District Meeting
September 23, 2019  Final Public Hearing & District Meeting

DOCUMENTS
Al 2a. District Meeting Agenda
Al 2b.1  May 13, 2019 District Meeting Minutes
Al 7a. Station 24 Bay Door Replacement
Al 7b  KLVAC Clincon Conference
Al 7d. KLVFD Vehicle Repair Costs
Al 7f. KLVFD Motorola Solutions
Al 10a. KLVAC Monthly Report 190531
Al 11a. KLVFD Monthly Report 190531
Al 11b. KLVFD Performance Report 190531