



DISTRICT MEETING MINUTES

August 10, 2020 – **DRAFT**

1. AGENDA

1a. Call to Order

Chairman Allen called the Zoom video conference District Meeting to order at 6:13 pm.

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, David Garrido, Jennifer Johnson, C.J. Jones, Gaelan Jones, Esq., Jason Mumper and Scott Robinson.

2. APPROVAL OF AGENDA & MINUTES

2a. Approval of August 10, 2020 District Meeting Agenda

Chairman Allen changed Agenda Item 7d. from Discussion to a Motion/Approval for the LifePak as the quote was received from Stryker.

2b. Approval of Minutes

2b.1 July 27, 2020 Budget Workshop Meeting Minutes

MOTION: Commissioner Powers made a motion ***to approve the July 27, 2020 Budget Workshop Meeting Minutes***, which was seconded by Commissioner Mirabella, and the Board unanimously passed the motion.

2b.2 July 27, 2020 District Meeting Minutes

MOTION: Commissioner Thomas made a motion ***to approve the July 27, 2020 District Meeting Minutes***, which was seconded by Commissioner Powers, and the Board unanimously passed them Motion.

3. PUBLIC COMMENT

There were no comments from the General Public.

4. CHAIRMAN REPORT

There were no items reported by the Chairman Allen.

5. SECRETARY REPORT

Commissioner Mirabella did not have any items to report to the Board.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Danny Powers

6. OLD BUSINESS

6a. Discussion: Fire Hydrant Report

Commissioner Thomas provided a Phase 8 Fire Hydrant Project update.

6b. Discussion: Emergency Pay Policy

The Board discussed the Marathon Emergency Pay Policy and the Department's State of Emergency Pay Policies. The FEMA Hurricane Irma Project Worksheet and the Village of Islamorada's Emergency Pay Policy will be distributed to the Commissioners.

7. NEW BUSINESS

7a. DISCUSSION: KLFR&EMS District Commissioner Stipends

Gaelan Jones discussed the Florida Statute special meeting and advertising requirements. He presented two resolution versions for commissioner stipends to the Board for their consideration.

Commissioner Thomas made a motion to approve an increase in board compensation, prohibiting acceptance by current board members. The motion died for a lack of a second.

Commissioner Powers indicated he would not receive additional compensation for the newly-elected term, and Commissioners Allen and Conklin indicated they would not receive additional compensation for the current term.

MOTION: Commissioner Powers made a motion **to approve an increase in Board compensation, without prohibiting current board members from accepting the increase.** Commissioner Conklin seconded, and the vote was as follows: Allen (Yes), Conklin (Yes), Mirabella (Yes), Powers (Yes) and Thomas (No).

MOTION: Commissioner Mirabella made a motion **to approve raising the Board compensation from \$200 per month to \$350.00 per month.** Commissioner Conklin seconded, and the vote was as follows: Allen (Yes), Conklin (Yes), Mirabella (Yes), Powers (Yes) and Thomas (No).

Legal and the Clerk will coordinate the special 14-day meeting notice/advertising in accordance with Florida Statutes to announce the proposed compensation increase with the ability to waive for final adoption approval.

7b. DISCUSSION: Regain Old Building/Land for Firefighters

At the time of the 2013 transition both the land and the building belonged to the Old Key Largo Volunteer Fire and Rescue, Inc. Department and not the County. Chairman Allen toured the facility and encouraged the other commissioners to visit the facility, which is being converted to a museum.

Gaelan Jones discussed the steps required by the District to pursue eminent domain. The District must first attempt to negotiate a voluntary sale of the property; if that fails, the District may pursue an eminent domain claim, but would be obligated to offer "full compensation" to the property owner which can include the fair market value of the property as well as the attorney's fees incurred by the owner in defending the claim.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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7c. DISCUSSION: KLVFD Political Activity & SOP 100.03

Gaelan Jones presented the Fire Department's Political Activity Policy and SOP 100.03. The documents were discussed and drafted at the contract renewal with Chief Bock, Jack Bridges and Gaelan Jones. The development of these documents were a contract renewal requirement, and they are being submitted to the Board for input.

7d. MOTION/APPROVAL: Replacement of Life Pak

Chief Bock discussed the need to replace the LifePak. The quote is for an older model and includes a trade-in value.

MOTION: Commissioner Thomas made a motion *to waive the Purchasing Policy and approve a Sole Source purchase from Stryker Medical for a LifePak in the amount of \$16,545.00.* Commissioner Powers seconded the motion, and the motion passed unanimously.

7e. DISCUSSION: Repair of Ladder Truck

The Ladder Truck is expected to go to the vendor today or tomorrow for a quote. The quote is expected to take a week to a week and a half to prepare and is estimated to be \$15,000 to \$20,000.

8. FINANCIAL REPORT

There were no new items presented by Finance.

9. LEGAL REPORT

Legal did not have any new items to present to the Board.

10. AMBULANCE CORPS REPORT

Scott Robinson reported three part-time paramedics were tested.

11. FIRE DEPARTMENT REPORT

Captain Garrido reported the vehicles passed the fire pump tests. The department has nine new volunteers; there are several drivers in training; however, the department is losing firefighters quickly as they are being hired by other departments.

12. COMMISSIONER ITEMS

12a. Strategic Plan Action Plan 200803

The Departments are working on their 5-Year Business Plan, which includes becoming District employees, a merged/combination department or remaining as separate departments.

The firefighters Health Insurance coverage was discussed. Jennifer Johnson will provide new health insurance costs to the department to be included in the next budget proposal.

Commissioner Allen discussed a concern of disparity in the Firefighter step plan. When step plan increases are awarded, the department needs to ensure the firefighter's hourly rate for each step is adjusted accordingly. The Chief will send the firefighter pay scales to Commissioner Allen.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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13. NEXT MEETING

13a. District Budget Workshop & District Meeting August 24, 2020

14. ADJOURN

MOTION: Commissioner Mirabella ***made a motion to adjourn the meeting at 8:03 p.m.*** This was seconded by Commissioner Powers and the motion passed unanimously.

NEXT MEETINGS

August 24, 2020 District Budget Workshop & District Meeting

*September 14, 2020 1st Public Hearing & District Meeting**

*September 21, 2020 Final Public Hearing & District Meeting (Previously 9/28/20)**

** Need to confirm County/School Board 1st & Final Public Hearings*

DOCUMENTS

AI 2a. District Meeting Agenda

AI 2b.1 Budget Workshop Meeting Minutes 07/27/20

AI 2b.2 District Meeting Minutes 07/27/20

AI 06a. Fire Hydrant List 200803

AI 06b. Marathon Emergency Pay Plan

AI 06b. Marathon Firefighter Agreement

AI 06b. KLVAC State of Emergency Pay Plan

AI 06b. KLVFD State of Emergency Pay Plan

AI 07a. Proposed Resolution District Commissioner Stipend, Version 1

AI 07a. Proposed Resolution District Commissioner Stipend, Version 2

AI 07c. KLVFD Political Activity Policy 2020-07-20 2020-01

AI 07c. KLVFD SOP 100.03 Professional Expectation Behavior

AI 07d. KLVAC Stryker LifePak Quote

AI 10a. KLVAC Call Log 200630 (Not Received)

AI 11b. KLVFD Performance Report 200731

AI 12a. Strategic Plan Action Plan 200803