



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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

1st PUBLIC HEARING & DISTRICT MEETING MINUTES

September 7, 2022

Pursuant to Monroe County Emergency Directive 20-06 and Center for Disease Control (“CDC”) social distancing guidelines established to contain the spread of the COVID-19 virus, this meeting will be accessible virtually via Zoom Meetings. Members of the public who wish to comment on matters before the District Board may do so by either: Sending an email to the clerk@klfremms.org or Calling (301) 715-8592, and upon receiving voice prompt, dialing Meeting ID: 602 743 6243 and Password: 33037 Members of the public who participate in the meeting through this option must mute themselves until called upon to speak.

Website: <https://us02web.zoom.us/j/6027436243?pwd=Ylp2b3JYckhlQVpwVkFIMmVKbE1uZz09>

1. AGENDA

1a. Call to Order

Chairman Allen called to Order the KLFR&EMS District Meeting at 6:00 PM.

1b. Roll Call

Carol Greco called the roll. The following commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella and Dan Powers. There was a quorum.

Also present in person or via Zoom were Carol Greco, Roget Bryan, Janette Smith, Jennifer Johnson, Scott Robinson, David Garrido and Don Bock.

1c. Pledge of Allegiance

Commissioner Mirabella led the Pledge of Allegiance.

2. APPROVAL OF AGENDA & MINUTES

2a. Approval of September 7, 2022 Agenda

Motion: Commissioner Edge made a *motion to approve* the September 7, 2022 1st Public Hearing & District Meeting Agenda. Commissioner Conklin second, and the Board unanimously passed the motion.

2b. Approval of August 22, 2022 District Meeting Minutes

Motion: Commissioner Powers made a *motion to approve* the August 22, 2022 District Meeting Minutes. Commissioner Mirabella second, and the Board unanimously passed the motion.



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3. PUBLIC COMMENT

None

4. BUDGET FY 2022-2023

Jennifer Johnson led a discussion presenting the public hearing for the tentative adoption of the Key Largo Fire Rescue and EMS District Proposed Budget FY 2022-2023; recommending a millage rate of 1mill per cap which is 16.62% above roll-back rate of 0.8575, attributable to adding two (2) full-time paid paramedics and 1 full-time paid firefighter.

5. RESOLUTION 2022-004

A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT, FLORIDA, ADOPTING THE TENTATIVE LEVY OF AD VALOREM TAXES FOR THE DISTRICT FOR THE FISCAL YEAR 2022-2023; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

A discussion was had regarding Resolution 2022-004 (Resolution of the Key Largo Fire Rescue and Emergency Medical Services, District, Florida, Adopting the Tentative Levy of Ad Valorem Taxes for the District for the Fiscal Year 2022-2023; Providing for Severability and Providing an Effective Date); as Section 1. reads FY 2022-23 tentative operating millage rate for the District is 1.0000 mill, which is greater than the roll-back rate of 0.8575 mills by 16.26%.

Motion: Commissioner Powers made a motion to **approve Resolution 2022-004**, Commissioner Mirabella second. A roll call to approve Resolution 2022-004 was taken:

Commissioner Allen:	Yes
Commissioner Conklin:	Yes
Commissioner Edge:	Yes
Commissioner Mirabella:	Yes
Commissioner Powers:	Yes

The Board unanimously passes.

6. RESOLUTION 2022-005

A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT, FLORIDA, PROVIDING FOR ADOPTION OF THE TENTATIVE BUDGET OF THE DISTRICT FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2022, AND ENDING ON SEPTEMBER 30, 2023; PROVIDING FOR SEVERABILITY: AND PROVIDING AN EFFECTIVE DATE.

Discussion was had regarding Resolution 2022-005 (Resolution of the Key Largo Fire Rescue and Emergency Medical Services, District, Florida, Providing for Adoption of the Tentative Budget of the District for the Fiscal Year Commencing on October 1, 2022, and Ending on September 30,



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2023; Providing for Severability and Providing an Effective Date); as Section 1 reads, Budget Approved and Adopted. The tentative budget of the District for the fiscal year beginning on October 1, 2022, and ending September 30, 2023 (the "Budget") in the amount of \$8,380,096 was considered at a public hearing and is hereby approved and adopted.

Motion: Commissioner Powers made a motion to **approve Resolution 2022-005**, Commissioner Mirabella second. A roll call to approve Resolution 2022-004 was taken:

Commissioner Allen:	Yes
Commissioner Conklin:	Yes
Commissioner Edge:	Yes
Commissioner Mirabella:	Yes
Commissioner Powers:	Yes

The Board unanimously passes.

7. CHAIRMAN REPORT

Chairman Allen is scheduled to speak to the Island of Key Largo Federation of Homeowner Associations at the Key Largo Public Library on September 14, 2022 regarding the millage rate on the November 8, 2022 Ballot.

8. SECRETARY REPORT

None

9. OLD BUSINESS

9a. Phase 10 Fire Hydrant Project: (Edge)

Commissioner Edge advises no updates.

9b. Millage Referendum: (Legal)

Legal advised the Board of the approved language with a corrected typographical error.

9c. Station 24 Diesel Pump (Garrido)

Captian Garrido led a discussion regarding nothing to add since last meeting.

Commissioner Mirabella led a discussion regarding potentially setting up a meeting with the company servicing the Co-Op's diesel pumps to provide pricing of a secured fueling system; computer system. Captain Garrido requested Commissioner Mirabella provide that company with his contact information so that he may further discuss directly.



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9d. DISCUSSION AND/OR ACTION: Station 24 Lighting for Fire Department Budget (Powers)

Commissioner Powers conveyed this discussion item was solved at last meeting; same can be removed.

10. NEW BUSINESS

10a. Renewal of Fuel Storage Tank Insurance Policy

Captain Garrido interrupted this discussion to advise a member of the public had sent a Zoom message. Debbie Gilmore, purchased property in the Calusa Campground Condominium subdivision, Key Largo; she advises she was referred by the assessor's office of this meeting to address a what she considers to be an improperly placed fire hydrant ("hydrant") on her property by several feet. She has record drawings indicating the hydrant should have been placed on roadway at edge of her property. She stated her property is now being assessed 62% higher due to the placement of the hydrant. The board advised Ms. Gilmore that they would look into this issue, asked Capt. Garrido to work with her to review and resolve. Legal offered to look into the property's easement.

A discussion was had regarding the required storage tank insurance policy. The premium for one tank is \$493.69; and the premium for the underground tank is \$1,362.00.

Motion: Commissioner Mirabella made a ***motion to approve*** the Renewal of Fuel Storage Tank Insurance Policy. Commissioner Mirabella second, and the Board unanimously passed the motion.

10b. DISCUSSION: Streamlining/Webhosting Services (Mirabella)

Commissioner Mirabella arranged for a presentation from Maria Lara, Streamline, for consideration to provide web hosting services for the District. Webhosting services will include a website template and District will have full control; drag/drop into tabs to create pages; provides a compliance checklist; works with FASD and identifies new laws for compliance. Accessibility dashboard is created with ADA compliance (will provide to legal for issues); and download reports. User friendly platform, insert pages; does not push social media.

Streamline provides 30 minutes to 1 hour response time for site issues (support); security, legal representation; it would take approximately two weeks to build website; provides training videos; will waive migration fees. The monthly subscription (discounted FASD rate) approximately \$200 month. Contracts are month to month; no long term commitment required.

Should the District move forward with Streamline, legal will review contract.



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KL Ambulance/Fire – Website linking (Ambulance has with webhosting thru GoDaddy).

Legal can review and come back with recommendations on webhosting in-house; obtain information for usage.

10c. DISCUSSION AND/OR ACTION: Lease Abrogation 3671

Discussion ensued regarding station 25; FDEP original lease vs. new lease original lease for 50 years versus a new The clean way to fix the issue is to enter into a new lease, amendment, or wait until end of currently lease. Board recommends waiting until the expiration of the current lease in 2043. The item to be moved to Old Business.

10d. DISCUSSION AND/OR ACTION: Placement of ambulance as surplus/for sale on government bid website (Bock)

Chief Bock discussed the placement of an ambulance as surplus/sale. The vehicle has an oil leak that would need to be repaired; obtain repair estimate and sell.

Motion: Commissioner Powers made a ***motion to surplus the*** ambulance. Commissioner Conklin second, and the Board unanimously passed the motion.

11. LEGAL REPORT

Roget Bryan introduced Vernis & Bowling of the Florida Keys, P.A. attorney Janette Smith.

11a. Independent Special Fire Control District Performance Review (must have under contract by October 1st)

Discussions were had regarding all special district performance review to be completed in fiscal year 2023. The option of piggybacking on other districts without any savings. Bids proposals went out with a deadline of August 12, 2022 which elicited no bids. Additional efforts were made to obtain bids. Subsequently, BJM, CPA, Inc. provided a proposal to Commissioner Mirabella in the amount \$50,000 for this project. Bringing back this item ant the ne4xt regular meeting to consider this proposal.

12. FINANCE

No formal report. However, the following items were discussed budget amendment; line item transfers; salary due to worker's compensation issues.

13. AMBULANCE CORPS ("Corps") REPORT

Scott Robinson advised the Corps tested a volunteer last Friday and anticipate readiness by the end of September.



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14. FIRE DEPARTMENT REPORT

14a. July Meeting Documents

Key Largo Fire attended a structure fire this morning that was fully involved; exposure control to surrounding structures. Ocean Reef, Tavernier, and Monroe County assisted in response. Sunday is the anniversary of 9/11 anniversary; shift personnel little ceremony and put American flag up on ariel truck.

The Department opened up volunteer testing for 10/8/22; physicals for new recruits.

15. COMMISSIONER ITEMS

Commissioner Edge inquired of Jamie's return status and discussion ensued.

Commissioner Conklin discussed handouts/talking points/bullet points (outlined on District website) specific to increased millage cap to increase services; would like to obtain Vote Yes signs (personally funded) similarly used for 4th of July to place with candidate advertisement. Commissioner Allen explained he will also provide explanation at upcoming homeowners meeting.

Commissioner Mirabella discussed potential obtaining business cards; currently using old cards.

Commissioner Allen would like to link District emails to cellular devices and Board discussion ensued. Legal will assist with this request. Chairman Allen requested his Bio be updated on the District website.

16. NEXT MEETING

16a. *KLFREMS District Board Meeting September 12, 2022 or September 19, 2022*

Motion: Commissioner Powers made a motion to approve *the September 19, 2022 Final Budget Hearing*. Commissioner second, and the Board unanimously passed the motion.

17. ADJOURN

Commissioner Edge made a Motion to Adjourn at 7:08 PM, Commissioner Mirabella second, and the motion was unanimously approved by the Board.

NEXT MEETINGS

September 19, 2022 Final Budget Hearing

September 26, 2022 District Meeting (if required)



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DOCUMENTS

- AI 02b. *District Meeting Minutes August 22*
- AI 04. *Proposed Budget FY 22-23*
- AI 05. *Resolution 2022-004*
- AI 06. *Resolution 2022-005*
- AI 09b. *Ballot Question*
- AI 09d. *Quotes from Wire Nuts Electric of South Fla, Custom Electric, and Lighting Supply*
- AI 10a. *Fuel Storage Tank Liability Insurance Policy Proposal*
- AI 10c. *Partial Release of Lease 3671, Vicinity Exhibits and Correspondence*
- AI 14a. *KLTFD Meeting Documents July 2022*