



DISTRICT MEETING MINUTES

January 22, 2024

Members of the public who wish to comment on matters before the District Board may do so in person at 1 East Drive, Key Largo, Florida or online. Members of the public who virtually participate in the meeting must mute themselves until called upon to speak. Virtual Meeting Link: <https://us06web.zoom.us/j/86268176300?pwd=eWtMajl4Snh0cDZ5RngxTk5VDdCZz09#uaccess>
Password: 33037.

1. AGENDA

1a. *Call to Order*

Chairman Allen¹ called to order the January 22, 2024 District Meeting at 6:08 PM.

1b. *Pledge of Allegiance*

Commissioner GM led the Pledge of Allegiance.

1c. *Roll Call*

Carol Greco called the roll. The following Commissioners were present: Tony Allen, George Mirabella, Kenny Edge and Danny Power. There was a quorum.

Also present in person or via Zoom were Carol Greco, Roget Bryan, Scott Robinson, David Garrido, C.J. Jones and Don Bock.

2. APPROVAL OF AGENDA & MINUTES

2a. *Approval of January 22, 2024 District Meeting Agenda*

Commissioner Powers made a ***motion to approve the*** January 22, 2024 District Meeting Agenda. Commissioner Edge seconded, and the Board unanimously passed the motion.

2b. *Approval of the December 18, 2023 Draft District Meeting Minutes*

Commissioner Powers made a ***motion to approve the*** Draft District Meeting Minutes. Commissioner Conklin seconded, and the Board unanimously passed the motion.

¹ Due to illness, Chairman Allen appeared via Zoom and directed Commissioner Mirabella to conduct the meeting.



3. PUBLIC COMMENT

None

4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. DISCUSSION: Update on Kohler Generators [Mumper]

6b. DISCUSSION: Update on Elevator [Mumper]

Lt. Mumper provided an estimated delivery of the generators to Station 24 on or about May 15, 2024; and to Station 25 on or about April 19, 2024. The generators are shipped within four (4) days from Michigan.

Lt. Mumper advised that the Elevator at Station 25 is 90% fixed; the VFD controller for the elevator inspection, which should be replaced within the next couple of weeks.

7. NEW BUSINESS

None

8. LEGAL REPORT

8a. DISCUSSION: Update on RFQ 2023-003 and Discussion on Station 24 Expansion [Bryan]

Attorney Bryan provided an update regarding the pre-submittal meeting for RFQ 2023-003 and the walk through of Station 24 with prospective bidders, which yielded interest. Potential bidders were advised that any questions should be submitted through Demandstar to be addressed after the submission deadline has passed. Further, all responses received will remain sealed until after the bid opening.

Additional discussion was had pertaining to the feasibility analysis/study regarding the combining of the department as there is a great deal of attrition of personnel to other departments. Ms. Johnson has provided a scope of work for same. Obtaining a feasibility study would require an RFP for competitive bids. Based on discussions, the board may wish to provide further input prior to next meeting.



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

Question was posed whether legal could draft outline/plan to combine employees? Provide draft solicitation between now and next meeting; action item at next meeting. The Board would like the opinions of legal and finance.

With regard to the posting for District Clerk, the Board had no objection to authorization of any expenditure to solicit prospective Clerks via job board(s) and/or local newspaper(s).

Special District tracking – HB7013/SB1058 – Require special districts to hold ballot referendums to first committee; substantial revisions made. Not be having ballot referendum every 10 years is gone through HB; not in Senate. There is a committee hearing scheduled for January 23, 2024. Legal to keep the board apprised of any pertinent information.

Setting up public meeting regarding contact information regarding former fire department and district boards.

9. FINANCE REPORT

9a. DISCUSSION: 4th Quarter Financial Report FY23 [Johnson]

9b. DISCUSSION: 1st Quarter Financial Report FY24 [Johnson]

None

10. AMBULANCE CORPS REPORT

10a. *November Business Meeting Agenda/Minutes/Treasurer's Report*

10b. *December Statistics*

Chief Bock advised that the Ambulance Corps is bringing on additional people. A volunteer was tested earlier. The Ambulance Corps applied for 3 Lucas Lifepack devices under a grant application.

Clerk provided the status of the surplus of the ambulance with oil leak ambulance; working with agency to surplus same.

11. FIRE DEPARTMENT REPORT

11a. DISCUSSION: Feasibility Study and RFP [Mumper]

11b. *December Statistics*

11c. *December 2023 Performance Report*

Chief Bock commented on a phone call he received regarding a fire boat program that is fully funded by the State with the potential of the appropriations committee providing boats to the Florida Keys.



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

Capt. Jones commented that members of the department attended a reading event at the library with children.

AFG for tools/equipment; submit at 100%, otherwise do not apply.

SAFER – Application/Census now has the Department as suburban v. rural.

Hiring 2 open positions; volunteer testing in February.

ISO Status – June/July

12. COMMISSIONER ITEMS

FASD bulletins advised that the pending legislation had already addressed 12 year term limits for special districts; need to keep apprised.

13. NEXT MEETING

February 12, 2024 District Meeting (if required)

February 12, 2024 Strategic Planning Workshop (if required)

February 26, 2024 District Meeting (if required)

February 26, 2024 Strategic Planning Workshop (if required)

Commissioner Powers made a ***motion to cancel*** the February 12, 2024 District Meeting, unless required. The next meeting will be February 26, 2024. Commissioner Edge seconded, and the Board unanimously passed the motion.

14. ADJOURN

Commissioner Powers made a ***motion to adjourn*** the meeting at **KE** 6:50 PM. Commissioner Conklin seconded, and the Board unanimously passed the motion.

Persons who wish to be heard shall send submit a