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**DISTRICT MEETING MINUTES [Corrected]**

**April 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 Allen called to order the April 22, 2024 District Meeting at 6:00 PM.

**1b. *Pledge of Allegiance***

Commissioner Conklin led the Pledge of Allegiance.

**1c. *Roll Call***

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

Also present in person or via Zoom were Carol Greco, Dirk Smits, Hunter O'Connor, Scott Robinson, David Garrido, C.J. Jones, Don Bock and Jennifer Johnson. Commissioner Powers attended late via phone.

**2. APPROVAL OF AGENDA & MINUTES**

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

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

**2b. *Approval of the March 25, 2024 Draft Amended District Meeting Minutes***

Commissioner Edge made a ***motion to approve the Corrected Amended March 25, 2024*** District Meeting Minutes. Commissioner Conklin seconded, and the Board unanimously passed the motion.



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**3. PUBLIC COMMENT**

None

**4. CHAIRMAN REPORT**

None

**5. SECRETARY REPORT**

None

**6. OLD BUSINESS**

**6a. DISCUSSION: Status of Clerk Position/Applicants**

Condensed version of position to be linked to website.

**6b. DISCUSSION: Invoice of Jack Bridges, Esq.**

A discussion was had requesting the invoice of Jack Bridges, Esq. be paid out of district funds. Counsel commented that the district can pay if the serves were for public purpose; pay through fire department and district can reimburse.

Commissioner Mirabella made a finding that the invoice was for public purposes and simultaneously made ***motion to pay the invoice to be reimbursed by the fire department.*** the meeting at 7:22 PM. Commissioner Edge seconded, and the Board unanimously passed

**6c. DISCUSSION/APPROVAL: Donation of Used Bunker Gear**

This item was addressed at the previous meeting.

**6d. DISCUSSION: Proposal Remodeling/Replacing Countertops/Desks at Station 25**

Capt. Jones provided he received one quote of \$1500 per desk and the station is in need of three desks. A suggestion was made to look into desks from Pride. There are approximately 500 tiles that have become unbonded throughout the building, and there are no replacement tiles. Painting (and patching of walls) is in this year's fiscal budget.

**6e. DISCUSSION: Approval to Attend June 10-13 FASD Annual Meeting [Mirabella]**



## 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

Commissioner Mirabella provided a few estimates for attendance at the June 10-13 FASD Annual Meeting of (1) \$499 conference; (2) \$155 per night for lodging [3 nights]; \$79 for class fee. Total fees/costs are approximately \$1,500.00; which was approved.

### 7. NEW BUSINESS

#### 7a. DISCUSSION/APPROVAL: Purchase of MES Extrication Equipment [Jones]

The department applied for AFG last year to buy 2 sets of extrication equipment; did not obtain. Tools are fully salt water protected.

Commissioner Mirabella made a motion **to approve the purchase of MES Extrication Equipment**. Commissioner Conklin seconded, and the Board unanimously passed the motion.

#### 7b. DISCUSSION/APPROVAL: Approval of Currie Sowards Aguila Architects Agreement for Design Services [Smits]

Attorney Smits provided that Currie Sowards Aguila Architects was the winning bidder for design contract for Station 24.

Commissioner Conklin made a motion **to approve the Currie Sowards Aguila Architects Agreement for Design Services**. Commissioner Mirabella seconded, and the Board unanimously passed the motion.

### 8. LEGAL REPORT

Congratulations to the Board and department on having a design contract in place. The work with Currie Sowards is not to exceed \$178K; unless three are changes that were not included in bid.

### 9. FINANCE REPORT

None

With issues regarding the station's speaker system, a question arose regarding whether Proteche's invoice could be located to determine if two speakers were contracted, as only one was received. Ms. Johnson advised that the entire invoice had not been paid.

### 10. AMBULANCE CORPS REPORT

#### 10a. **KLEMS March Statistics**

#### 10b. **KLEMS March 2024 Meeting Agenda/Minutes**

#### 10c. **KLEMS March 2024 Treasurer's Report**



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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Scott Robinson reports there are 13 ft employees; awaiting the possibility to make an offer to someone who recently tested. There were approximately 177 calls; may place a third rescue at Station 25; working on scheduling (2 paid paramedics and 1 volunteer as schedule permits). All supplies will be at Station 23.

### 11. FIRE DEPARTMENT REPORT

**11a. KLVFD March Statistics**

**11b. KLVFD Performance Report**

Generators for Station 25 should be shipping sometime this week. As soon as it is invoiced, we will provide to Jenn for processing. Will work with Wire Nuts on installation of the transfer switches.

Parts for the elevator should be received to complete service to get the elevator operable.

Issues with the ALS license has been addressed to provide include a date on the auto renewal with the medical director's contract; awaiting BOCC approval.

### 12. COMMISSIONER ITEMS

Feasibility study was posted on DemandStar. A committee to score the bids will need to be comprised of 2-3 member from Fire/Ambulance. Will work out selection and provide names to legal.

The Commissioners agreed on providing a plaque to Vicky Faye for her years of service with the District. Commissioner Conklin will obtain cost information for approval.

Sur Heim offered to volunteer time to scan records currently housed in the Chairman's office. Add to discussion item for next meeting.

### 13. NEXT MEETING

**May 6, 2024 District Meeting (if required)**

**May 6, 2024 Strategic Planning Workshop**

**May 20, 2024 District Meeting (if required)**

**May 20, 2024 Strategic Planning Workshop**

Commissioner Conklin made a ***motion to cancel*** the May 6, 2024 District Meeting and Strategic Planning Workshop, unless required. The next meeting will be May 20, 2024. Commissioner Conklin seconded, and the Board unanimously passed the motion.



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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### 14. ADJOURN

Commissioner Mirabella made a ***motion to adjourn*** the meeting at 6:47 PM. Commissioner Edge seconded, and the Board unanimously passed the motion.