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**DISTRICT MEETING MINUTES**

**October 21, 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.

**1. AGENDA**

**1a. *Call to Order***

Chairman Allen called to order the October 21, 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: Anthony Allen, Frank Conklin, Kenny Edge, George Mirabella and Danny Powers. There was a quorum.

Also present in person were Carol Greco, Dirk Smits, Shauna Morris, Don Bock, Capt. Garcia and Jennifer Johnson.

**2. APPROVAL OF AGENDA & MINUTES**

**2a. *Approval of 2nd Revised October 21, 2024 District Meeting Agenda District Meeting Agenda.***

Commissioner Mirabella made ***motion to approve the 2d Revised October 21, 2024 District Meeting Minutes***. Commissioner Conklin seconded, and the Board unanimously passed the motion.

**2b. *Approval of September 23, 2024 Final Public Hearing/District Meeting Minutes***

Commissioner Mirabella made ***motion to approve the September 23, 2024 Final Public Hearing/District Meeting Minutes***. Commissioner Edge seconded, and the Board unanimously passed the motion.

**3. PUBLIC COMMENT**

Sue Heim commented on the ISO Report and the necessity of its inclusion on the agenda; insurance controls base rates; starting rate per 1,000 will remain the same with the exception of



## 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

Citizens who do not follow the same rate structure. If you are trying to go to a 2 to 1 people probably won't see any financial difference.

Ms. Heim commented on the Streamline platform, unanswered questions and the impression this item was going to be placed on hold pending the building renovation. Does not believe this is a good contract.

#### 4. CHAIRMAN REPORT

None

#### 5. SECRETARY REPORT

None

#### 6. OLD BUSINESS

##### **6a. DISCUSSION: Status of Clerk Position Candidates/Advertisement [Greco]**

Discussion was had regarding the creation of a Candidate Review Team consisting of the Acting Clerk, Legal, Commissioner Allen and Finance to review received applications for potential interviews. Create matrix for ranking applicants.

##### **6b. DISCUSSION: Status of Station 24 Building Project [Conklin]**

A meeting was to be held with the county and the architect; however, due to Hurricane Milton which was postponed. Capt. Garcia commented on the postponement and a meeting on the 28th with the County to review the application; will provide information additional information after the meeting has been completed.

##### **6c. DISCUSSION: IOS Report [Mirabella]**

First report provided in April; needed revisions. Did not hear back from the Fire Department; curious to see what had transpired. Would like to see the department address deficiencies. Overall, performed well.

##### **6d. DISCUSSION: Property/Building Offered to District [Mirabella]**

Commissioner commented on the history of the property offered, which was turned down; potential of having had the adjacent property/building. There was a meeting regarding the negotiation of the building/property of which there is a transcript of; anyone wishing additional information can request a copy of the transcript via public



records request. Need to put this item to rest and move forward with current building renovation.

**7. NEW BUSINESS**

**7a. DISCUSSION/APPROVAL: Streamline Platform-Subscription Agreement [Mirabella]**

Commissioner Mirabella commented on the Streamline Platform-Subscription Proposal, cost associated with same; uploading/scanning of documents, ADA compliance, cloud based platform, etc. Onetime set-up fee of \$1800 with \$560/mo. maintenance fee.

Commissioner Mirabella made ***motion to approve the hiring of Streamline to create an ADA Compliant Website.*** No second.

Sue Heim provided ENS as an alternative; higher cost. However, believes ENS provides more services to offset the higher fees. Ms. Heim to provide ENS with Commissioner Mirabella’s email to further communicate what ENS can offer the District.

Need to take additional time to review all potential vendors and what each has to offer to benefit the District into the future prior to making a motion to approve.

Bring item back to next meeting.

**7b. DISCUSSION/APPROVAL: Robert Bleser Reimbursement for Legal Services [Allen]**

The Fire Department has paid Mr. Bleser’s fees; now seeking reimbursement from the District. If we vote to do this, it will require a resolution which will be brought up at the next meeting. Ms. Morris provided additional information regarding law associated with this request. Commissioner powers wants to ensure that any resolution include language precluding Mr. Bleser from seeking additional reimbursement in the future as he does not believe the District should be reimbursing these fees.

Commissioner Mirabella made ***motion to approve legal to draft a Resolution and their findings for Reimbursement for Legal Fees for Robert Bleser.*** Commissioner Conklin second. Item passes.

**Roll Call Vote**

Chairman Allen	Yes
Commissioner Conklin	Yes
Commissioner Edge	Yes
Commissioner Mirabella	Yes
Commissioner Powers	Yes



**8. LEGAL REPORT**

- 8a. DISCUSSION/APPROVAL: Resolution 2024-007 - A Resolution of the Key Largo Fire Rescue and Emergency Medical Services District, Approving Performance Measures in Accordance with Section 189.0694, Florida Statutes; and Providing for an Effective Date [Smits]**

Attorney Smits read into the record A Resolution of the Key Largo Fire Rescue and Emergency Medical Services District, Approving Performance Measures in Accordance with Section 189.0694, Florida Statutes; and Providing for an Effective Date. This is a recent addition to Special Districts over the past few years that every District is now required to have on their website indicating performance standards. With the change from Chief Bock to read Key Largo Fire Rescue Emergency Medical Services District.

Commissioner Powers *made a motion to accept Resolution 2024-007 - A Resolution of the Key Largo Fire Rescue and Emergency Medical Services District, Approving Performance Measures in Accordance with Section 189.0694, Florida Statutes; and Providing for an Effective Date with the revision.* Commissioner Conklin second. Item passes.

**9. FINANCE REPORT**

- 9a. DISCUSSION/APPROVAL: KLFREMS Budget Line Item Transfer Request FY 24-25 [Johnson]**

Ms. Johnson is requesting moving some monies from the Ambulance budget to provide 50% dependent coverage that the Fire Department was granted in their budget.

Commissioner Mirabella made *motion to approve the KLFREMS Budget Line Item Transfer.* Commissioner Powers second. Item passes.

Ms. Johnson advised the District of funds received from FEMA for Covid 19 supplies; \$35k. Had a discussion with a gentleman regarding the leasing of apparatus; i.e. operationally and financially. Will bring back for additional discussion upon receipt of information.

**10. AMBULANCE CORPS REPORT**

- 10a. *KLVAC September 2024 Statistics***

Chief Bock does not have much to report.

**11. FIRE DEPARTMENT REPORT**



**11a. KLVFD September 2024 Statistics**

Capt. Garcia commented that we did not have much damage/flooding from the recent storm. Only damage was to the District sign affixed to the building. Fire safety week at the local schools was postponed; rescheduled for this week. The University of Miami Gordon(sp.) Center was gracious to provide all paramedics and firefighters with advanced ACS training. Will be conducting interviews for 4 positions.

Comments were made regarding roof leakage; obtaining quotes to fix; do we hold off pending the building renovation. Commissioner Mirabella commented on a leakage in the truck bay at 25. Ongoing issue; will follow-up on looking into fixing. Potentially look into insurance coverage to fix.

Commissioner Conklin commented on the recent storm particularly to those in North Carolina. Possible donation to Red Cross; boot drive.

**12. COMMISSIONER ITEMS**

Commissioner Edge commented on last meeting and unity policy violations; actions did not violate any policy.

**13. NEXT MEETING**

***November 11, 2024 District Meeting (if required)(Veterans Day)***

***November 25, 2024 Strategic Planning Workshop***

***November 25, 2024 District Meeting***

Commissioner Mirabella made a ***motion to cancel*** the November 11, 2024 District Meeting unless required. The next District Meeting will be November 25, 2024. Table Strategic Planning Workshop. Commissioner Powers seconded, and the Board unanimously passed the motion.

**14. ADJOURN**

Commissioner Mirabella made a ***motion to adjourn*** the meeting at 6:57 PM. Commissioner Powers seconded, and the Board unanimously passed the motion.

***Request Form from the Chairman to speak.***