

SOUTH WALTON FIRE DISTRICT

911 North County Highway 393, Santa Rosa Beach, Florida 32459

"Prompt, Competent, Caring Response in Time of Need"



The Board of Fire Commissioners of the South Walton Fire District will hold a regular meeting on **October 10, 2022, at 4:00 p.m.** at the South Walton Fire District Administration building.

The agenda will include, but not be limited to the following:

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 09.19.2022
Final Public Hearing: 09.19.2022
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
- VI. Chief's Report
- VII. Committee Reports
- VIII. Unfinished/Old Business
- IX. New Business
Board Advisory: Audit Report Timing
Carole Martin, Fiscal Officer

Board Action: Resolution 22-06 Surplus Property
Daniel LaTour, Assistant Chief

Public Comment*

Board Action: Capital Purchase Request Pierce Engine
Daniel LaTour, Assistant Chief

Public Comment*

Board Action: Capital Purchase Request Medic 1 Ambulance
Daniel LaTour, Assistant Chief

Public Comment*

X. Public Comment*

XI. Adjournment

***Note:** Persons who wish to be placed on the agenda must contact the Administrative Assistant within five days of any meeting and provide the name of the person who will be speaking and the subject to be addressed. If a person decides to appeal any decision made by the Board of Fire Commissioners of the South Walton Fire District concerning any matter considered at such meeting or hearing, he or she will need a record of the proceedings and that, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – October 10, 2022

*****PENDING APPROVAL*****

Commissioners Present: David A.C. Bailey (arrived 4:03 pm), Mark B. Foley, Charlotte Flynt, Phil Friday, Maurice Gilbert, Mike Stange

Commissioners Absent: Brian Christenson

Call to Order: 4:00 p.m.

Public Comment: Members of the public were invited to comment. There was no public comment.

Chairman Gilbert announced that there was a quorum present.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Stange, the Board unanimously approved the minutes of the September 19, 2022, Board of Fire Commissioners meeting.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Foley, the Board unanimously approved the minutes of the Final Public Hearing regarding the levying of ad valorem taxes and the FY 2022-2023 budget held on September 19, 2022.

Secretary/Treasurer's Report: Commissioner Flynt read the August 2022 cash report into the record.

Attorney's Report:

On a motion duly made by Commissioner Bailey and seconded by Commissioner Friday, the Board unanimously approved Attorney Youell's September 2022 billing statement.

Fire Chief's Report:

Chief Crawford reviewed the Emergency Response Activity Report which included Beach Safety Responses.

Teams were deployed to Southwest Florida as part of the Statewide response in advance of impacts from Hurricane Ian. Three strike teams consisting of ten engines, three water tankers, and three leaders were sent from agencies across Northwest Florida. SWFD units were initially assigned to provide 24-hour fire protection and backfill for Englewood Fire District which is a special district similar in size to SWFD. Crews conducted a personnel swap on October 7, 2022, where they remain providing fire suppression support on Sanibel Island. It is anticipated that the deployed crews will return home around October 20, 2022.

At the request of the State Fire Marshal's office, Chief Crawford deployed to the State Emergency Operations Center for six days where he was assigned State Coordinating Officer for Fire/Rescue and USAR assets in conjunction with the Incident Management Team.

On October 2, 2022, SWFD peer support team members, Sergeant Tim Parker and retired Sergeant Bob Wells, deployed as part of a responder mental wellness team. These teams entered impacted areas in Lee and Charlotte County to meet with firefighters and responders as they begin the healing process within their communities.

Attorney Youell reviewed the proposed contractual agreement with Empire Builders. SWFD is prepared to proceed with the execution of the contract for the 3rd floor buildout of the logistics facility. Commencement of work will begin once Empire Builders obtains the associated building permit from the county.

In September, Warren Averett completed fieldwork in preparation for the FY22 audit.

SWFD conducted Phase 2 of the annual firefighter wellness physicals in September.

Staff met virtually with the performance auditing team from BJM to begin the special district performance review process. BJM has provided SWFD with an extensive list of data elements required to complete the study and staff has begun fulfilling these requests.

On October 8, 2022, SWFD hosted its annual pancake breakfast to formally kick off fire prevention week. Attendees were estimated to be between 300- 350. Chief Crawford thanked Commissioners Flynt, Foley, and Friday for attending and supporting the event. In addition, Chief Crawford acknowledged the Department Relations Committee members for their commitment to the Pancake Breakfast event.

SWFD fire inspectors and fire crews scheduled fire prevention and public education activities at many south Walton schools during October. The 2022 Fire Prevention theme is "***Fire won't wait. Plan your escape***".

Six new firefighters will begin orientation on October 17, 2022. Three of these positions are filling vacancies and the remaining three will fill newly funded firefighter positions.

Staff continues to work with Walton County Administration and Walton County Tourist Development Council leadership on a proposed restructuring of the Beach Safety Agreement. The goal is to secure a longer-term contractual period.

October 20, 2022, will mark the 18th anniversary of the Airheart 1 air ambulance crash which took the lives of SWFD's FF/PM Robert Heighton, Flight Nurse Jack Chase, and Pilot Tom Palcic. SWFD's honor guard has scheduled a short ceremonial detail on the morning of October 20, 2022, to observe a moment of silence to salute, honor, and remember SWFD's lost friends and colleagues.

SWFD's administrative offices will be closed on November 11, 2022, in observance of Veterans Day.

The next regularly scheduled Board of Fire Commissioners' meeting will be on Monday, November 14, 2022, at 4 p.m. at SWFD's Administrative Office.

Committee Reports: None

Unfinished/Old Business: None

New Business:

Fiscal Officer Carole Martin presented a Board Advisory whereas the Pension Board made a new investment in P A Capital that does not report results within the usual time frame. This will delay the preparation of the audited financial statements. A March presentation is anticipated but not firm.

Board Action: Resolution 22-06 Surplus Property

Assistant Chief LaTour presented a Board action whereas Staff recommended the approval of Resolution #2022-06 Surplus Equipment and to proceed with the disposition sale of the following items:

1. 2004 Dodge Durango
2. 2015 CitEcar Electric Vehicle
3. Three (3) 2007 Dispatch Consoles and Furniture
4. Model 5330C-RX Fire Hose Tester
5. Four (4) 2019 DJI Mavic 2 Enterprise Drones
6. Nine (09) 2017 Custom-made lifeguard towers
7. 2014 Nissan Frontier
8. 2016 Nissan Frontier
9. 2017 Honda TRX 420 ATV
10. 2017 Honda Rancher 420 ATV
11. Seven (7) 2019 Honda TRX 420 ATVs
12. Four (4) 2018 Honda TRX 420 M1J Rancher ATVs
13. Five (5) 2020 Honda Fourtrax ATVs
14. 2018 Honda Rancher ATV
15. 2011 Synology Rackstation Model Rs2212RP+
16. 2017 Synology Rackstation Model Rs10817XS+
17. 1988 IBM Typewriter
18. 2010 Alaris PC Unit 8015 IV pump with 2 8100 Pump Modules

Public Comment: Members of the public were invited to comment. There was no public comment.

On a motion duly made by Commissioner Bailey and seconded by Commissioner Flynt, the Board unanimously approved Resolution #2022-06 Surplus Equipment.

Board Action: Capital Purchase Request Pierce Engine

Assistant Chief LaTour presented a Board Action whereas Staff recommended proceeding with the procurement of the Pierce Saber Engine at a cost not to exceed \$680,000 through Ten-8 Fire Equipment.

Public Comment: Members of the public were invited to comment. There was no public comment.

On a motion duly made by Commissioner Bailey and seconded by Commissioner Flynt, the Board unanimously voted for staff to proceed with the procurement of the Pierce Saber Engine at a cost not to exceed \$680,000 through Ten-8 Fire Equipment.

Board Action: Capital Purchase Request Medic 1 Ambulance

Assistant Chief LaTour presented a Board Action whereas Staff recommended proceeding with the procurement of a Type 1 Demers MXP Ambulance for \$220,122 through Ten-8 Fire Equipment.

Public Comment: Members of the public were invited to comment. There was no public comment.

On a motion duly made by Commissioner Bailey and seconded by Commissioner Flynt, the Board unanimously voted for staff to proceed with the procurement of a Type 1 Demers MXP Ambulance for \$220,122 through Ten-8 Fire Equipment.

Public Comment: None

Adjourned: The meeting adjourned at 4:52 p.m.