

# **SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS**

**Meeting Minutes – October 9, 2017**

**\*\*\*PENDING APPROVAL\*\*\***

**Commissioners Present:** Charlotte Flynt, Maurice Gilbert, Thomas McGee, Mike Stange

**Commissioners Absent:** Jack Abbit, Tom Cooper, Brian Christenson

**Call to Order:** 4:00 p.m.

On a motion duly made by Commissioner Flynt and seconded by Commissioner McGee, the Board unanimously approved the minutes of the September 14, 2017 Board of Fire Commissioners regular meeting.

On a motion duly made by Commissioner McGee and seconded by Commissioner Stange, the Board unanimously approved the minutes of the September 14, 2017 Board of Fire Commissioners First Public Hearing.

On a motion duly made by Commissioner Stange and seconded by Commissioner Flynt, the Board unanimously approved the minutes of the September 26, 2017 Board of Fire Commissioners Final Public Hearing.

**Secretary/Treasurer Report:** Commissioner Flynt read the August 31, 2017, cash report into the record.

**Attorney's Report:** Rene Youell

On a motion duly made by Commissioner McGee and seconded by Commissioner Stange, the Board unanimously approved Attorney Youell's September 2017 billing statement.

**Fire Chief's Report:**

Chief Talbert reviewed the Emergency Response Report which included Beach Safety Response and the False Alarm Fee History Report.

Staff closely monitored Hurricane Irma for department readiness, deployments and coordination with local, regional and state partners.

Beach Safety lifeguard season ended September 30, 2017. Approximately six lifeguards will remain to collect and prepare SWFD's equipment for storage.

SWFD hosted a well-attended Pancake Breakfast at Station 2 on October 7, 2017.

SWFD participated in a Muscular Dystrophy "Touch a Fire Truck" event at Chick-fil-A on September 27, 2017.

SWFD supported the Alys Beach 5K on September 3, 2017.

A few SWFD members attended a Blue Mass at St Rita's Catholic Church on October 1, 2017.

SWFD staff attended the TDC Advisory Committee to address proposed Beach Activities Ordinance changes

SWFD Staff attended a County Commissioner's Public/Business partnership meeting to discuss Triumph/BP funds

Staff continues to monitor as well as work on County programs and projects that have an impact on the Fire District such as Event/Special Event Management, Beach Activities and the Parking/Traffic plans.

The next SWFD Board of Fire Commissioners meeting will be held Monday, November 13, 2017, at 4:00 p.m.

**Committee Reports:** Chief Talbert informed the commissioners that the audit firm is scheduled to perform field work in November. Chief Talbert asked the Audit Committee if they needed to meet prior to their arrival. Commissioner Stange stated that a meeting was not necessary.

**Unfinished/Old Business:** Assistant Chief Anderson presented a Board Advisory regarding the Fleet Maintenance / Logistics Building and Training Tower Project to report that the Walton County development order process is complete. Assistant Chief Anderson also reported the Request for Qualifications (RFQ) process for potential contractors is complete.

An updated timeline was presented as follows:

October	Request for Proposals from our contractors
November	Bid opening
November	Contractor Selection – Breaking ground ceremony
November	Walton County Permit
November	Preconstruction conference and notice to proceed
December	Site work to include subsurface Rigid Inclusion system
July 2018	Estimated substantial completion of the Training Tower
December 2018	Estimated substantial completion of the Fleet Maintenance and Logistics building.

**New Business:** None

**Quasi-Judicial Ordinance: First Reading**

Fire Marshal Sammy Sanchez read Ordinance 17-01 Gate Access. The final reading is scheduled for November 13, 2017, at the Board of Fire Commissioners regular meeting.

**Public Comment:** None

**Adjourned:** The meeting adjourned at 4:22 p.m.