

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – October 8, 2018

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

Commissioners Present: Jack Abbit, Brian Christenson, Maurice Gilbert, Karen McGee, Charlotte Flynt (arrived at 4:20pm)

Commissioners Absent: Tom Cooper, Mike Stange

Call to Order: 4:00 p.m.

Special Item: Fire Prevention Week Proclamation

Chairman Gilbert read into the record a proclamation proclaiming October 7 – October 13, 2018, as Fire Prevention Week in South Walton.

Fire Chief Talbert presented Commissioner Karen McGee with a fire helmet in honor of her husband and former Fire Commissioner, Thomas McGee.

Chairman Gilbert reminded the Fire Board of the importance of notifying Staff should they not be available to attend a meeting.

On a motion duly made by Commissioner Abbit and seconded by Commissioner McGee, the Board unanimously approved the minutes of the September 11, 2018, Board of Fire Commissioners regular meeting.

On a motion duly made by Commissioner Abbit and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the September 11, 2018, Board of Fire Commissioners First Public Hearing.

On a motion duly made by Commissioner Abbit and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the September 25, 2018, Board of Fire Commissioners Final Public Hearing.

Secretary/Treasurer Report: Chairman Gilbert read the August 2018 cash report into the record.

Attorney's Report: Rene Youell

On a motion duly made by Commissioner Abbit and seconded by Commissioner Christenson, the Board unanimously approved Attorney Youell's September 2018 billing statement.

Fire Chief's Report:

Chief Talbert gave a brief update on Hurricane Michael preparations.

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

SWFD hosted a Blessing of the Apparatus for its new Truck 2 on October 8, 2018. Chief Talbert thanked commissioners for attending.

Chief Talbert announced that SWFD's new Rescue 4 was delivered.

Chief Talbert announced that David Meadows accepted the position of SWFD's Fleet Director.

All SWFD personnel that were deployed to North Carolina due to Hurricane Florence have returned home safely.

SWFD finalized its Fiscal Year 2018/2019 budget. Chief Talbert thanked staff for their hard work and support.

Labor negotiations concluded with a ratified three-year agreement.

SWFD's Beach Safety Proposal was the sole submittal to Walton County. The submittal is currently with Walton County Finance Division.

SWFD hosted a well-attended Pancake Breakfast and 35th Anniversary Open House at Station 2 on October 6, 2018.

SWFD conducted firefighter eligibility testing on October 4-5, 2018.

Assistant Chief Crawford, Beach Safety Director Vaughan and Human Resource Coordinator Stinson attended a labor law seminar in Destin that addressed the evolving workplace, workplace retaliation, sexual harassment, social media and first amendment issues. The seminar was hosted by SWFD's labor attorney firm.

SWFD's Honor Guard conducted flag ceremonies at Thomas McGee's memorial service. Members of staff were in attendance.

Chief Talbert and SWFD's Honor Guard are scheduled to represent SWFD at the Florida Fallen Firefighter Memorial Service in Ocala, Florida, on October 12, 2018.

SWFD will be supporting the Sandestin Baytowne Beerfest on October 13, 2018, as well as the 30A Half Marathon on October 14, 2018.

District Chief Hughes facilitated a Firefighter's Mental Health Awareness session as part of the state's health and safety collaborative for ninety (90) fire service personnel.

District Chief Hughes trained over one hundred (100) volunteer firefighters in Cancer Awareness and Decontamination as part of the Northwest Florida Volunteer Firefighter Week at Northwest Florida State College on September 12-16, 2018.

SWFD Administrative Offices will be closed November 9, 2018, in observance of Veterans Day.

SWFD will host its 1st Annual Veterans Day 5k on November 10, 2018.

Included in the Board packet were copies of recognitions from citizens and visitors complimenting the excellent services received from our members.

The next SWFD Board of Fire Commissioners meeting will be held Monday, November 12, 2018, at 4:00 p.m.

Committee Reports: The attending Audit Committee member advised Chief Talbert to set a review meeting after the audit is complete.

Unfinished/Old Business:

Board Advisory: Fleet Maintenance / Logistics and Training Tower Project

Assistant Chief Anderson advised the Fire Board that installation has begun on the precast concrete for the training tower and it will take approximately two weeks for the completion. Once installed, SWFD's contractor will begin working on the metal doors, metal stairs and windows to complete the final details of the tower.

In conjunction with the training tower, SWFD's contractor is moving forward with the main building by setting up the footer placements.

Resolution 18-09 Use of Cash Reserves by Impact Fee Reserves

Fiscal Officer Martin presented a Board Action. In order to continue progress with the previously approved construction after current Impact Fee reserves have been expended, staff recommended, with concurrence from Attorney Youell, that the Board adopt Resolution No. 18-09 stating its intent to have the General Fund cash reserves provide up to \$4,000,000 to the Impact Fee reserve and use such proceeds to fund construction.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Abbit, the Board unanimously approved to adopt Resolution 18-09.

Commissioner Abbit directed staff to conduct an external impact fee study to be presented for review to the Board at its regularly scheduled February 2019 meeting.

New Business: None

Public Comment: None

Adjourned: The meeting adjourned at 4:47 p.m.