

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – February 11, 2019

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

Commissioners Present: Jack Abbit, Brian Christenson, Tom Cooper, Charlotte Flynt, Mark B. Foley, Maurice Gilbert

Commissioners Absent: Mike Stange

Call to Order: 4:00 p.m.

On a motion duly made by Commissioner Cooper and seconded by Commissioner Abbit, the Board unanimously approved the minutes of the January 14, 2019, Board of Fire Commissioners meeting.

Secretary/Treasurer Report: Commissioner Flynt read the December 2018 cash report into the record.

Attorney's Report:

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

Fire Chief's Report:

Assistant Chief Crawford presented the Fire Chief's report in Chief Talbert's absence.

Chief Crawford reviewed the Emergency Response Report which included Beach Safety Response and the False Alarm Report.

New employee orientation was completed for five (5) new SWFD firefighters in January. All new firefighters have been assigned to shifts and all have started their probationary process.

Staff completed the surplus / donation of several obsolete beach safety ATV's and a fifteen-year-old F-150 pick-up truck to the newly formed Navarre Beach Fire Department Beach Safety Division. The Navarre Beach Fire Department members were incredibly thankful to receive this equipment as it will help them ease start-up costs related to their new Beach Safety program.

Chief Crawford attended the Florida Fire Chiefs Association Legislative Symposium in Tallahassee on January 14, 2019. The 2019 legislative initiatives included the establishment of a wildfire deployment reimbursement fund to provide immediate reimbursement for agencies supporting wildfire deployment activations and supporting cancer coverage for occupational line of duty related instances of cancer to ensure firefighters receive the medical care needed.

SWFD assisted with coordination alongside labor leadership to host the first ever SWFD retiree breakfast on January 19, 2019. Staff is hopeful that this will become a new tradition for the Fire District.

SWFD provided dedicated EMS support for the 30A Songwriters Festival on January 19-20, 2019.

Chief Talbert, EMS Chief Cotton, and Chief Crawford attended state working group meetings at the Fire Rescue East state conference in Daytona Beach the week of

January 21, 2019. District Chief Daniel LaTour also attended and completed the first of six modules in the Emergency Services Leadership Institute.

Seven SWFD firefighters participated in the Rapid Intervention Team state competition at Fire Rescue East. Participants competed in eight (8) timed skilled events in succession that relate to actual fire ground work surrounding a Firefighter MAYDAY situation. These skills included Incident Command, Forcible Entry, Diminishing Clearance, Entanglement, Wall Breaching, Victim Rescue and Packaging and Removal. Chief Crawford announced that SWFD placed 10th after competing against 27 other teams from around Florida.

Command Staff attended a Spring Break planning meeting hosted by Walton County Sheriff's Office on January 29, 2019, to better inform community representatives and resort management stakeholders on public safety operational plans for SWFD and WCSO as well as answer questions.

SWFD Honor Guard represented the Fire District and presented colors at the Florida Emergency Preparedness Association's annual conference hosted at the Sandestin Hilton the week of February 4, 2019.

District Chiefs Patterson and LaTour along with Fleet Director Meadows were traveling to Bradenton, Florida to complete the preconstruction meeting for two new SWFD engines. Staff anticipates production completion and delivery within the August / September 2019 timeframe.

SWFD Beach Safety Division continues to prepare for the 2019 Beach Safety Season. Lifeguards are currently going through orientation/training and will resume beach operations on Friday, March 1, 2019.

A few upcoming items of note:

- Reminder of Chief Talbert's retirement celebration on February 22, 2019, at 7pm at the Sandestin Linkside Ballroom.
- SWFD will be providing dedicated EMS support for the Seaside ½ Marathon on Sunday, March 3, 2019.
- A quarterly Pension Board meeting has been scheduled for Monday, March 4, 2019, at 2:30 pm.
- SWFD's annual awards ceremony is scheduled for Saturday, March 16, 2019.
- SWFD administrative offices will be closed in observation of Presidents Day on Monday, February 18, 2019.

The Next Fire Board Meeting is scheduled for March 11, 2019 at 4pm.

Committee Reports: None

Unfinished/Old Business:

Board Advisory: Fleet Maintenance/Logistics Building and Training Tower Project

Assistant Chief Anderson presented a Board Advisory stating that the installation of the metalwork in the training tower is currently in progress.

The Fleet Maintenance/Logistics building footers were completed in January and the concrete slab is currently in progress. It is anticipated that the metal for this building will begin installation the week of February 18, 2019.

Board Advisory: Impact Fee Study

Fiscal Officer Martin presented a Board Advisory whereas Staff presented the results of their research and analysis regarding current Impact Fee rates from comparable agencies within the commutable area as well as Fire Districts with similar demographics from around the state.

After a lengthy discussion, a motion was duly made by Commissioner Christenson and seconded by Commissioner Flynt, and the Board voted to increase the impact fees to \$.25 per square foot with a minimum of \$500 for single family residential structures and \$.75 per square foot with a minimum of \$1,500 for commercial structures to be effective in June 2019. Commissioner Cooper was opposed. The Fire Board directed staff to present a resolution at the March regular Fire Board meeting. Commissioner Flynt recommended sending the increase notification to Walton County Building Department by certified mail.

New Business:

Fire Chief / Administrator Contract

Chairman Maurice Gilbert presented a Fire Chief / Administrator Contract for review by the Fire Board.

On a motion duly made by Commissioner Abbit and seconded by Commissioner Christenson, the Board unanimously approved the contract. The contract was immediately executed before the Fire Board by Chairman Gilbert and Ryan Crawford.

Board Action: Bank Resolution 19-01

Fiscal Officer Carole Martin presented a Board Action whereas the District requested new signature cards from Regions Bank in order to add Chief Ryan Crawford and Commissioner Mark Foley to SWFD bank accounts and to remove Chief Richard Talbert as an authorized signer. A resolution is required by Regions in order to make the change. Staff recommended the passing of Resolution 19-01 and that the commissioners each sign the signature lines of the Regions Bank forms.

On a motion duly made by Commissioner Abbit and seconded by Commissioner Flynt, the Board unanimously approved Resolution 19-01.

SWFD By-law Review

Commissioner Flynt recommended a review of the SWFD By-laws. On a motion duly made by Commissioner Flynt and seconded by Commissioner Cooper, the Board unanimously voted for a review of the SWFD By-laws with a goal of having accomplished the review by July 1, 2019.

Upon further discussion it was noted that By-Laws Committee members would be Commissioner Flynt (Chair), Commissioner Abbit, and Commissioner Christenson.

Millage Cap Review/Research

Commissioner Flynt stated that the millage cap had not been reviewed/researched in over two decades. Commissioner Gilbert appointed a Millage Cap Review Committee consisting of Fiscal Officer Martin, Commissioner Foley and Commissioner Cooper. Commissioner Flynt respectfully declined and asked for oversight privileges. Commissioner Gilbert stated that this is a standing committee to report back to the Fire Board periodically.

Geronimo Street Property

Commissioner Gilbert announced that the parcel south of SWFD Station 5 was placed on the market. There was a lengthy discussion.

On a motion duly made by Commissioner Cooper and seconded by Commissioner Christenson, the Board unanimously authorized Commissioner Gilbert to negotiate a contract to purchase the property subject to due diligence, survey, appraisal with up to 10% earnest money and offering up to the \$399,000 listing price. The negotiated contract shall be brought before the Fire Board for final approval.

Public Comment: Steve Youell stated that he would include that the earnest money deposit was refundable. Chairman Gilbert agreed.

Adjourned: The meeting adjourned at 5:32 p.m.