

To: General Membership

From: Secretary

Subject: Minutes of the North Okaloosa Fire District Board of Fire Commissioners Monthly Meeting.

Date: March 16, 2017

Members Present: Craig Shaw, Chairman, Commissioner Group IV
Todd McGirr, Commissioner, Group I
Dan Bowers, Jr., Secretary/Treasurer Commissioner, Group II
Willie G. Terrell, Vice Chair, Commissioner, Group III
Eugene Wright, Commissioner, Group V At Large

Advisors Present: Jonathan Holloway Legal Council
Ed Cutler, Fire Chief
Brian Howe Deputy Fire Chief
Annette Rayburn, Administrator

The Meeting was called to order by Chairman Shaw at 5:00 p.m.

Prayer and Pledge of Allegiance: The Pledge of Allegiance and Prayer were given.

Approval of Agenda: A motion was made to approve the agenda by Commissioner McGirr, Commissioner Wright seconded the motion. Vote 5/0.

Approval of Minutes of February 16, 2017: Motion to approve the minutes Commissioner Wright, Commissioner Bowers seconded the motion. Vote 5/0.

Old Business:

- a. **Contract discussion** – Chairman Shaw informed the board that there has been no discussion of additional manning during the last month. Chairman Shaw informed the board that L3Comm has not paid for the month of February 2017 and will not respond as to when it will be paid. After discussion between the commissioners, Commissioner Bowers made a motion that we suspend service to L3Comm effective immediately for non-payment for the month of February 2017 and that they must become current to be reinstated, that includes payment of 2months and the overtime invoice. Commissioner McGirr seconded the motion. Vote 5/0.

New Business: - Special Assessments Letter. A letter was received from the Tax Assessor that showed changes to the tax being charged for rural land. We did receive a letter stating that this did not apply to Special Fire Districts that it was sent to us in error.

Health Insurance – Chairman Shaw asked Administrative Clerk Annette Rayburn to contact Allen Bell and get things in order for our meeting next month.

Public Input- None

Advisory Reports:

Attorney's Report – None

Secretary report –None

Chief's Report – Chief Cutler's briefed his report as follows- personnel which now lists 15 paid firefighters, 4 part-time firefighters, 4 relief firefighters, 3 certified volunteers and 8 support personnel. 180 calls for the month of February 2017. ARFF Contract we are waiting on a new statement of work. Chief Cutler informed the board that he is trying out some software with better ways to inform the dept./FF with more information on calls. Chief Cutler gave the board a demonstration of how it works. It shows how hydrants are shown for quicker recognition of locations for the calls. Chief Cutler also let the board know that all the ARFF refresher courses have been completed. This did not cost the district anything doing it with Hurlburt, we were supposed to pay for the fuel, but they ended up having some of their people train with us so they did not charge us. Auburn Water has started installing the hydrants. Motion to approve the Chief's Report Commissioner McGirr, 2nd Commissioner Bowers. Vote 5/0.

Treasurer's Report- Commissioner Bowers went over the February 2017 figures. He said that we have been receiving the funds for assessments and we probably only have 1 more large revenue for this year. Commissioner Bowers said that everything looks in line. Motion to approve the Treasurer's Report by Commissioner McGirr, 2nd Commissioner Wright. Vote 5/0

Commissioner Comments:

Commissioner Wright was curious of the lack of signage at the stations. Why don't we have signs at our stations identifying them as our stations? Chairman Shaw asked Commissioner Wright to do some research into pricing of signs.

Commissioner Terrell asked about the stairs at Station 81, and asked if they were safe? Chief Cutler said that when he did the walk around with the Fire Marshall, the Fire Marshall said that we could mark them off showing them out of service. Commissioner Terrell asked at that point if the Fire Marshall said that they were not safe and Chief Cutler said no he did not. Then Commissioner Terrell asked what kind of shape are they in. Chief Cutler responded that they were deteriorating. Commissioner Terrell asked do they need replacing? Chief Cutler said that if we have the funds in the budget that there are actually 3 sets of wooden stairs that need to be replaced, maybe 1 set a year. Commissioner Terrell then asked if the stairs were safe if kids were to be playing on them. Chief Cutler said that kids would not fall through. Deputy Chief Howe said that he has been up those stairs a few times and that in his opinion they are safe. Commissioner Terrell then asked that as far as climbing them they are okay. Chief Cutler responded yes.

The Meeting was adjourned at 5:59 pm.

Craig Shaw

Chairman

