

**DESTIN FIRE CONTROL DISTRICT**  
Regular meeting of the Board of Fire Commissioners  
**Main Station**  
848 Airport Road  
Destin, Florida 32541

September 9, 2014

**Minutes**

Commissioners present: Tommy Green, Rick Moore, Mike Buckingham, Hillary Anderson

Absent: Jack Wilson

Staff present: Chief Kevin Sasser, Division Chiefs Ron Gerdeman and Joe D'Agostino, Kathryn Wagner

Present: Dawn Stuntz

The meeting was called to order at 5:30 p.m. by Chairman Tommy Green.

**Public Comments:**

Bob Wagner, 3811 Misty Way, questioned Hillary Anderson regarding her support of the 3 percent raise and why the contract should be changed. Hillary Anderson stated that additional work has been placed on the employees and the raise would be to everyone, not just the contract employees. The line personnel are running more calls which generate more paperwork and responsibility.

Michelle Stewart, 306 Primrose Circle, stated that she supports the firefighters, but is leary of the public's perception.

Tommy Green stated that the last pay increase was given five years ago.

Hillary Anderson stated that the increase is not for the union, but across the board for everyone.

Patty Defrenza, 4648 Sunsail Circle, stated that the employees deserve a pay increase as the employee count has dwindled and the District should pay the remaining personnel for performing extra work. She also stated that criteria for promotions should be established.

Prebble Ramswell, 14 Country Club Drive East, stated that whatever decision is made, a great amount of effort needs to be put into it as misperception is easily spread. It is imperative that the public understands why the Board has arrived at its decision.

**Review of the minutes:**

Minutes for the regular meeting and special meeting/budget workshop of August 12, 2014, were presented. Rick Moore made a motion to approve the minutes and Hillary Anderson seconded. The motion passed unanimously.

### **Review of Financial Report:**

The financial report for the month ended August 31, 2014, was presented. Kathryn Wagner stated that the accounts receivable are extremely high due to the timing of receivables for the beach safety patrol from the City of Destin and the TDC. The outstanding reinspection fee invoices will be reviewed as \$2,225 has been billed and \$725 is more than one year old.

Accounts payables are high due to the timing of payments. Kathryn Wagner addressed a previous concern of Commissioner Wilson regarding an item compared to actual budget. She explained that financials had been presented for the general fund only, but it had been picked up as an actual expenditure from different funds. The budget has been adjusted and is expected to end the year on September 30, 2014, by using unassigned funds of \$808,000. Since the District has completed the 11<sup>th</sup> month of the fiscal year, only 8.5 percent of its expenditure remains.

Hillary Anderson made a motion to approve the report. Mike Buckingham seconded. The motion passed unanimously.

### **Old Business:**

#### 1. Budget and Restructuring of the Department

Chief Sasser stated that discussion would be held at the upcoming tentative budget hearing. Rick Moore inquired as to what point the District needs to advise the County regarding the status of ALS. Chief Sasser stated that the decision needed to be made at this meeting as the County previously had been notified that October 1, 2014, would be the cut-off date.

Rick Moore made a motion to keep ALS service. Mike Buckingham seconded. Hillary Anderson asked if funds were in the budget to keep providing this service. Chief Sasser stated that they were. He also stated that Commissioner Wilson wanted to continue to provide the ALS, but to discuss with the County that they would determine if the District is needed on a call.

Rick Moore amended his motion to keep ALS, but on an as needed basis and at the County's request. Mike Buckingham seconded. The motion passed unanimously.

### **Chief Reports:**

#### 1. Beach Safety update

Joe D'Agostino stated that the holiday weekend was extremely busy. More than 20 people were rescued. He also stated that statistics will be provided at season end for the beach and harbor patrols.

#### 2. Training report

Chief Sasser stated that each shift received 28 hours of training for August. He reminded the Board that training occurs on duty and that no overtime is paid. He also stated that he expects the annual training hours to exceed what is required.

#### 3. Inspection report

Ron Gerdeman stated that Fire Prevention Month is forthcoming and he has set up times to visit the local day cares and elementary school.

#### 4. Paramedic report

Chief Sasser stated that the report is not available and will be presented at the October meeting.

## 5. Overtime report

Chief Sasser stated that additional personnel were brought in to assist in the testing process of new hires. He anticipates that overtime will decrease next month due to the shifts being even on manning.

### **New Business:**

#### 1. Mutual Aid Agreements with Eglin Air Force Base and Hurlburt Field

Chief Sasser stated that the agreement is in line with what has been signed in the past, but it was time for renewal. Mike Buckingham made a motion to approve the renewals. Rick Moore seconded. The motion passed unanimously.

#### 2. Resolution 14-07 – Declare Server obsolete

Kathryn Wagner stated that the District has a device that is no longer used. Since it was a capitalized item, a resolution needs to be approved to deem it obsolete. The newer server will be paid for by monies in the asset fund and by selling the old server to the vendor for \$350. The obsolete server is four years old and most of its value has been written off except for approximately \$200-\$300. She pointed out a verbiage error that will be changed to the resolution to read “Whereas resolved”, before the last sentence it reads the District to retire and to sell the above described, “server.” Rick Moore made a motion to approve Resolution 14-07. Mike Buckingham seconded. The motion passed unanimously.

#### 3. Beach Safety Contract Renewal with the Okaloosa County TDC

Chief Sasser presented the renewal of the interlocal agreement. He stated that the TDC has made a \$31,000 reduction to its budget and has asked that the District to do the same. Two capital acquisition items have been taken from the District’s budget and presented to the TDC thus creating an amendment to the agreement of approximately \$40,000 to recapture the \$31,000. Another amendment is forthcoming to provide \$40,000 to allow the District to have two full time beach personnel. Hillary Anderson made a motion to approve the renewal. Rick Moore seconded. The motion passed unanimously.

#### 4. Year-end Budget Adjustments

Kathryn Wagner presented the full budget which reflected the mid-year and year-end adjustments. Various amounts of income totaling \$37,000 are being recognized. Personnel services expenditures will increase by \$63,000, among multiple categories, the majority being the Voluntary Separation Incentive Program. Professional services adjustments offset each other. Utilities have been adjusted due to usage. Repair and maintenance needs to be increased for the fire boat. Vehicle fuel has decreased. Capital outlay will increase. Many adjustments are for beach safety however most will offset the other.

Hillary Anderson made a motion to approve the adjustments. Rick Moore seconded. The motion passed unanimously.

### **Next meeting:**

Tommy Green stated that the tentative budget hearing would be forthcoming. The final budget hearing would be held September 18, 2014, at 5:30 p.m. and the next regular monthly meeting is October 14, 2014, at 5:30 p.m.

### **Adjournment:**

With no additional business to be addressed, the meeting adjourned at 6:06 p.m.