

East Niceville Fire District

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November 10, 2014

Call to Order

Chairman Marcolongo called to order the November Meeting of the East Niceville Fire District Commission at 6:02 PM, November 10, 2014, at the East Niceville Fire Department.

Roll Call

The following individuals were present: Chairman Marcolongo; Commissioners Root, Schwab, Dunbar, and Brunson; Chief Wright, and Commissioner-Elect C.J. McIntire (in the audience).

Approval of Minutes from October 13, 2014 Meeting

Commissioner Dunbar read the minutes from the October 13, 2014 Meeting. Chairman Marcolongo asked for any additions, corrections, or deletions to the minutes and there were none. Commissioner Brunson moved to accept the minutes and Commissioner Schwab seconded. The motion was passed unanimously.

Treasurer's Report

Laura Roesch CPA was awaiting details for the end-of-month September 2014 financials so was unable to prepare the Financial Statements in time for the meeting. As such, no official Treasurer's Report was presented. Commissioner Brunson presented ENFD account balances as of close-of-business, November 10th, which totaled \$54,684.55 (see attached), and noted that we had already drawn \$36,000 from our \$50,000 line of credit. The Commissioner's discussed ENFD payroll obligations and the expected timing of tax receipts, and agreed that another draw against the line of credit may be required.

Old Business

Health Insurance – Our current provider, StarMark / TrustMark has advised that they are no longer covering public organizations such as the ENFD, so the option of remaining with the current provider is not available. Chairman Marcolongo met with our current agent, Floyd Schweppe, and obtained quotes for four (4) plans, all with coverage similar to the current StarMark / TrustMark plan. He provided a side-by-side cost comparison (attached) between the current and the best of the new plans, which is an Aetna Florida Gold Plan. Similar plans from United Health Care, three from Blue Cross, and a Humana plan were all significantly more expensive than the Aetna Florida Gold Plan. Chief Wright added his endorsement of the Aetna plan, saying he had reviewed it in detail and discussed it with most of the firefighters, all of whom felt that the plan was an improvement on our current plan. The Chief also pointed out that the proposed plan reduces costs for both the District and the individual firefighters. Life and AD/D costs increased by ~2% year over year. The Chief has already initiated the administrative process to put the Aetna plan in place by December 1st, pending approval by the ENFD Commission.

Commissioner Brunson asked if we had made a direct comparison between the new options and those previously presented by Barton, Fenstermaker, Tondello and Associates (BFTA). After some discussion of various plans, and general agreement that we did not want a gap in coverage after December 1st, Commissioner Brunson moved that we proceed with the Chief's application for the Aetna coverage, but also ask BFTA to compare their potential offerings with the Aetna plan. Commissioner Schwab seconded the motion, which passed unanimously. The ENFD Secretary e-mailed BFTA with that request after the meeting. Item open until November 19, 2004.

Line of Credit – Commissioner Dunbar updated the Commission on the loan that had been secured since our last meeting, and the need to add fee, principal, and interest line items to our current FY 2014-15 budget when it's amended at the next meeting. Item closed.

New Business

TRIM Process Special Meeting – Chief Wright advised Commissioners that we have been notified by the State that our required NOTICE OF PROPOSED TAX INCREASE advertising and the accompanying proposed Budget Summary were in violation of Department of Revenue directives. Specifically, the NOTICE OF PROPOSED TAX INCREASE incorrectly stated the proposed tax levy (by accounting for -3% due to early pay discounts) and the Budget Summary incorrectly reported the increase in budget to four decimal places, when the State now apparently requires rounding to one decimal place. These errors will require that we re-advertise IAW DOR directives (scheduled on Friday, November 14th), and then hold a Special Meeting, scheduled for Wednesday, November 19th, to re-authorize the previously approved millage rate and budget. Item open until November 19, 2014.

Long Range Planning Needs – Commissioner Brunson expressed her desire that the ENFD better communicate long range planning needs, and that we establish a more formal review of same. She suggested that Commissioners need better information on the Chief's Five Year Plan; real property and capital equipment needs, and health care issues, in advance of any discussion at regularly scheduled meetings. A generally supportive discussion followed, but no motion was made nor action taken.

Meeting Attendance – Commissioner Brunson suggested that the ENFD establish a policy to withhold an individual Commissioner's pay when he/she cannot attend scheduled meetings of the Commission. A brief discussion ensued concerning our current pay policy, LRCPA's ability to handle varying pay on a month-to-month basis, and associated issues. Commissioner Brunson made no motion and no action was taken.

Christmas Party – Commissioner Brunson suggested the ENFD consider replacing the Christmas party with a gift card type holiday bonus provided to each firefighter. A brief discussion followed. The Chief commented that the party was intended to involve spouses of firefighters in the ENFD "family", and that there were not a lot of opportunities to do that. The Chief also stated that the cost of the party is ~\$900.00. Commissioners discussed various options for covering the cost, and reducing cost to the taxpayers. Several Commissioners informally offered to pay for the party, but no change to the usual plan was agreed. Assistant Chief Birch said details as to time / date / location would be available by the November 19th meeting. Item open until November 19, 2014.

Chief's Report

Chief Wright reported that he has received the first invoice (\$4000.00) from CRI for our annual audit, and asked about the urgency of that payment, in light of the current cash flow environment for the ENFD. Commissioner Brunson offered to call CRI and explain the situation and set a mutually agreeable payment date.

Commissioner-Elect C.J. McIntire introduced himself and there was a brief discussion of transition of duties from Commissioner Root.

Next Meeting


A Special Meeting of the ENFD Commission is scheduled for 6:00 PM, Wednesday, November 19, 2014 at the East Niceville Fire Station.

The next regularly scheduled monthly meeting of the ENFD Commission will be at 6:00 PM, Monday, December 8, 2014 at the East Niceville Fire Station.

Adjournment

Commissioner Schwab moved to adjourn the meeting and Commissioner Dunbar seconded. The meeting was adjourned at 7:12 PM.

Minutes respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Dunbar".

Commissioner Ed Dunbar
Secretary