

East Niceville Fire District

P. O. BOX 553, NICEVILLE, FLORIDA 32588 PHONE 678-2311

March 2014 Meeting Minutes

April 14, 2014

Call to Order

Chairman Marcolongo called to order the March meeting of the East Niceville Fire District Commission at 7:00 PM, March 10, 2014, at the East Niceville Fire Department.

Roll Call

The following individuals were present: Chairman Marcolongo; Commissioners Root, Schwab, Dunbar, and Brunson; and Chief Wright.

Approval of Minutes from Last Meeting

Commissioner Dunbar read the minutes from the last meeting. Chairman Marcolongo asked for corrections and/or additions/deletions. Hearing none, Commissioner Schwab made a motion to accept the minutes as read. Commissioner Root seconded. All Commissioners voted "aye". Minutes approved.

Treasurer's Report

Commissioner Brunson presented the Treasurer's Report for the month ended January 31, 2014 and noted that she is still working with Laura Roesch CPA on refining the format. She directed the Commissioner's attention to the particular columns of the Statement of Activities that are of most use in monthly financial management. She also said that the \$6000 re-budgeted from "FS 175 Retirement Contributions" to "Capital Expenditures-Equipment" at the last meeting was not yet reflected on the report presented. Commissioner Dunbar asked about the line item for "Compensated Absences" which shows a YTD over-budget of \$20,852. Commissioner Brunson explained that it reflects the increase in liability that the ENFD has accumulated YTD, and is an accounting practices requirement for the CPA. After a brief discussion, Chairman Marcolongo asked if anyone had further questions or comments, and there were none. Commissioner Dunbar moved to approve the Treasurer's Report. Commissioner Schwab seconded. The motion was passed unanimously by the board.

Old Business

The Chairman asked Commissioner Schwab for an update on his suggestion from the February meeting that we explore Affordable Care Act alternatives for obtaining the most cost-effective health care insurance. Commissioner Schwab said that he asked Rick Simmerly, his businesses' insurance agent, to present possible options to the Commission at a future meeting. Mr. Simmerly wanted to delay any presentation to the ENFD until continuing uncertainties with the ACA are more fully understood. The Commission will continue to monitor this issue and hopefully host Mr. Simmerly at a future meeting.

New Business

Chairman Marcolongo brought up recent “growing pains” with our newly instituted accounts payable processing, and said that, since recent misunderstanding and miscommunication has caused some difficulties in making timely payments, he thought it would be more efficient for all accounts payable to go through Chief Wright. Commissioner Brunson agreed that the new procedures could be “tweaked” as necessary. Discussion followed, and it was decided that Chief Wright (or a designate) will take invoices/pick up checks at the CPA’s office every Tuesday and Friday. Chief Wright will verify their accuracy and be the first signatory, and then assure that one of the Commissioner’s is available to sign as the second signatory in a timely manner. Commissioner Dunbar asked if all Commissioners had signed the new Peoples National Bank signature card. Those that had not signed completed the process at the meeting.

Chief’s Report

Chief Wright reported that the engine is still in the shop at Ten-8 Fire Equipment, Inc. in DeFuniak Springs, awaiting some muffler system parts necessary to complete repairs. A temporary repair “patch” is possible, but Chief Wright recommended against operation with the “patch” as the possibility of additional engine damage is increased. The delay is caused by the engines’ manufacturer (American LaFrance) ceasing business operations on January 17, 2014, and spare parts being held pending an assumption of the business by another firm. The estimated time of completion of the repairs is indefinite. Ten-8 is currently *not* charging us for storage of the engine.

Next Meeting

The next meeting of the Commission is scheduled for Monday, April 14, 2014 at the East Niceville Fire Station.

Adjournment

A Motion to Adjourn was made by Commissioner Schwab, seconded by Commissioner Root, and unanimously approved. The meeting was adjourned at 7:27 PM.

Minutes respectfully submitted,



Commissioner Ed Dunbar
Secretary