

# East Niceville Fire District

1709 27<sup>th</sup> STREET NICEVILLE, FLORIDA 32578 PHONE 678-2311

## March 13, 2017 – Regular Meeting Minutes

### Call to Order

Chairman Dunbar called to order the meeting of the East Niceville Fire District Commission at 6:05 PM, March 13, 2017 at the East Niceville Fire Department. Chairman Dunbar led the Pledge of Allegiance.

### Roll Call

The following individuals were present: Chairman Dunbar, Vice Chairman Schwab, Commissioner Ryan Ingram, Chief Wright, and Assistant Chief Birch. Treasurer McEntire and Commissioner Ruckel were both on an excused absence due to family / travel considerations. Three Commissioners constitute a quorum.

### Approval of Minutes

The minutes of the February 13, 2017 meeting, previously distributed by Commissioner Ruckel's 3/1/2017 email, were approved unanimously per motion by Commissioner Schwab and seconded by Commissioner Ingram.

### Treasurer's Report

Chairman Dunbar gave the Treasurer's Report on behalf of Commissioner McEntire and distributed copies. Ad valorem revenue is at 82% and total expenditures are at 31%, through 33% of the ENFD Fiscal Year. All copies will be included in the official book of proceedings and will be filed as appropriate. There was a motion to approve the report by Commissioner Ingram with a second by Commissioner Schwab. Motion passed unanimously.

### Old Business

#### **PNBoN Signature Card**

A new signature card has been signed by all members of the Commission. CLOSED.

### New Business

#### **AD&D Insurance**

Chairman Dunbar updated the Commission on ENFD AD&D coverage questions related to F.S. 112.191. A representative of VFIS will meet with appropriate ENFD Commission representatives the week of 20 March to gather information for preparation of a quote on the statutorily required coverage. OPEN.

#### **FY 2016-17 Budget Process**

Chairman Dunbar distributed the schedule for the current year budget process, and noted that the Chief will review his updated Five Year Plan at the April meeting of the Commission. OPEN.

#### **Amended Budget**

Chairman Dunbar presented the current FY budget, as amended 13 March 2017, and reminded the Commission that the ENFD Treasurer has the authority to amend the budget IAW Florida Statutes, line-by-line, as long as the bottom line expenditures remain the same. Each such amendment does not need Commission approval. CLOSED.

#### **Chief's Report**

Chief Wright reported that the Department has applied for a grant to assist in replacing our bunker gear. He also stated that the OSHA inspection recently conducted was very favorable, with only minor suggestions as to additional procedures (OIs) that could be implemented. The local Okaloosa-Walton County Chief's meeting will be hosted at the ENFD on 19 April. The recent replacement of the ENFD server was discussed, as was the use and utility of the District's MasterCard, operational flexibility needed by the Chief, and repairs to the Chief's vehicle and the east bay door at the station.

**Adjourn** Commissioner Schwab motioned to adjourn the meeting at 6:28 p.m. There was a second to the motion by Commissioner Ingram. Motion carried.

**The next meeting will be held on Monday, April 10, 2017 beginning at 6:00 p.m.**

**Minutes submitted by Commissioner Dunbar.**