

East Niceville Fire District

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April 2014 Meeting Minutes

April 14, 2014

Call to Order

Chairman Marcolongo called to order the April meeting of the East Niceville Fire District Commission at 7:00 PM, April 14, 2014, at the East Niceville Fire Department.

Roll Call

The following individuals were present: Chairman Marcolongo; Commissioners 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 Brunson made a motion to accept the minutes as read. Chairman Marcolongo seconded. All Commissioners voted "aye". Minutes approved.

Treasurer's Report

Commissioner Brunson presented the Treasurers Report for the month ended February 28, 2014. The page one Fund Balance was \$412,246. On the page two Statement of Activities, Commissioner Brunson pointed out the columns most useful to monthly budget management, those being the actual vs. budget columns for year-to-date and the Annual Budget column. Commissioner Brunson also noted that the line item "Other Contractual Services" shows actual expenditures of \$1609 vs. an annual budget of \$650. She said that this was likely a miscategorization and that she would look into it before the next meeting. Chairman Marcolongo asked if anyone had further questions or comments, and there were none. Commissioner Dunbar moved to approve the Treasurer's Report. Chairman Marcolongo seconded. The motion was passed unanimously by the board.

Old Business

Chairman Marcolongo asked if there were any old business items. Commissioner Brunson commended Chief Wright for his efforts in assuming the accounts payable function for the District, and also the staff at Laura Roesch CPA for working with the ENFD in restructuring our accounts payable procedures.

New Business

Chairman Marcolongo asked if there was any new business. Commissioner Dunbar showed ENFD bank balances as of 3/31 for the last four years and noted a declining trend of ~\$18,000 year over year. Since the Commission uses the budgeted Operational Reserve (\$90,000 for FY 2013-14) to fund operations during the transition from

one FY to the next, the declining trend in fund balances could cause a delay in meeting the ENFD payroll in the early months of a new Fiscal Year. Commissioner Dunbar suggested that the Commission look into establishing a line of credit to be used to cover any such shortfalls, if required at some future date. Possible shortfalls could be more likely as we transition to more electronic funds transfer for our accounts payable. Chairman Marcolongo asked Commissioner Dunbar to explore the possibility of a line of credit with Peoples National Bank and report findings to the Commission at the next meeting.

Chief's Report

1 - Chief Wright was able to get ENFD current healthcare insurance provider, Trustmark/Starmark, to continue our coverage (and eligibility for next year) even though we did not meet a new requirement for ten (10) covered employees. He also looked into other alternatives with the District's current agent, including the ACA coverage option mentioned earlier by Commissioner Schwab. The Chief's information indicated that, although total cost to the District would be less, the firefighter's co-pays and deductibles would increase significantly. Chairman Marcolongo pointed out that he'd previously asked our agent to provide competing quotes in the month of May, before our budget process begins, and asked the Chief to remind our agent of that request.

2 - The Commission agreed that we would still like to hear an ACA options presentation from Mr. Simmerly, as noted in the February and March minutes, whenever it becomes available.

3 - Chief Wright reported that the engine is repaired and back in operation. However, the invoiced cost of repairs was nearly \$2000 over previously received estimates. As Captain Mark was overseeing repairs and he is currently on leave, the Chief stated that once Captain Mark is back on duty and can provide appropriate details, the Chief hopes to negotiate a reduced cost for the repairs made. He will report on the final cost at the next meeting.

4 – Chairman Marcolongo asked if the District had received the usual quarterly invoice from the Firefighters Pension Fund. Commissioner Brunson and Chief Wright both said they had not seen an invoice.

Next Meeting

The next meeting of the Commission is scheduled for Monday, May 12, 2014 at the East Niceville Fire Station.

Adjournment

A Motion to Adjourn was made by Commissioner Dunbar, seconded by Commissioner Brunson, and unanimously approved. The meeting was adjourned at 7:20 PM.

Minutes respectfully submitted,



Commissioner Ed Dunbar
Secretary