

East Niceville Fire District

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May 2014 Meeting Minutes

May 12, 2014

Call to Order

Chairman Marcolongo called to order the May meeting of the East Niceville Fire District Commission at 7:00 PM, May 12, 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 and Assistant Chief Birch.

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 Root made a motion to accept the minutes as read. Commissioner Schwab seconded. All Commissioners voted "aye". Minutes approved.

Treasurer's Report

Commissioner Brunson presented the Treasurers Report for the month ended March 31, 2014. The page one Total Current Assets, including prepaid insurance, was \$396,271. On the page two Statement of Activities, Commissioner Brunson noted that several actual expenditures to date were over the Annual Budget, and stated that she was working with ENFD bookkeepers (Laura Roesch CPA) to properly categorize expenditures, which should remedy this problem. Commissioner Dunbar suggested that we may need to amend our Annual Budget to more accurately align expenditures, and Commissioner Brunson acknowledged this. After a brief discussion, Commissioner Dunbar moved to approve the Treasurer's Report. Commissioner Schwab seconded. The motion was passed unanimously by the Commission.

Old Business

Chairman Marcolongo opened the discussion of the Old Business items on the Agenda.

Commissioner Dunbar reported on the possibility of establishing a line-of-credit with Peoples National Bank of Niceville to ease the financial transition from one fiscal year to the next. He explained the procedures, application requirements, processing time and costs involved. Chairman Marcolongo opened the floor for discussion. After a discussion of the potential need, cost, and reaction time required to secure funding, Commissioner Dunbar made a motion to table the issue until the October meeting of the Commission. Commissioner Brunson seconded the motion. The motion was passed unanimously by the Commission.

Commissioner Schwab updated the Commission on the possibility of us hosting a presentation by Rick Simmerly, a local insurance agent, on the possibilities of alternate health insurance coverage under the Affordable Care Act. Commissioner Schwab acknowledged that there may be issues with deductibles and other out-of-pocket costs for ENFD firefighters. He said he continues to remain in contact with Mr. Simmerly and expects to have better information at our next meeting.

Chief Wright reported that we have not received alternate quotes on health care insurance from our agent (Floyd Schweppe). It was also noted that our current carrier (StarMark/TrustMark) is the only carrier offering a rebate of administrative fees not obligated over the past year. This rebate is calculated after their 31 May accounting period, and an estimate should be available in June. Health insurance costs will continue to be reviewed at future meetings.

Chief Wright reported on the final cost of repairs to the engine, which came to \$5,245. Several additional items were discovered in the course of the maintenance which required repair, including four (4) new batteries at about \$6-700, so the cost was considerably higher than originally estimated. However, the engine is now in excellent condition and back on line. Commissioner Dunbar asked the Chief about the age of the engine (~12 years), and whether a new engine is in the Chief's five-year-plan. The Chief said it was not.

Chairman Marcolongo asked if there were any additional old business items and there were none.

New Business

Chairman Marcolongo asked if there was any new business.

Commissioner Dunbar reported that he had received an e-mail from Aimee Strickland at Foster & Foster Actuaries concerning our required valuation of Other Post-Employment Benefits (OPEB) in conjunction with our annual audit. On the advice of our auditors, we were able to avoid this requirement (and the associated costs of ~\$1500) last year with a "workaround" approach. However, this workaround is only good for one year. After a brief discussion, the Commission agreed that we'd need to consider this in next year's budget. Commissioner Dunbar will research the applicable law, any existing State guidance, etc. and report to the Commission at the next meeting.

Commissioner Brunson suggested that the Commission direct the monitoring of our separate banking accounts and designate a single individual responsible for funds transfers between accounts. After a brief discussion of banking policies and possible costs to the District, Commissioner Brunson moved that Chief Wright be designated as the funds monitor/transfer "agent" for the ENFD. Commissioner Dunbar seconded the motion. The motion was passed unanimously by the Commission.

Chief's Report

Chief Wright briefed the Commission on the renewal of the contract with Okaloosa County for dispatch services, stating that the contract was for three years, at no cost to the District, and was a continuation of current and effective operating procedures. The contract renews on 9/14/2014. Commissioner Dunbar and Chairman Marcolongo signed the contract on behalf of the ENFD.

The Chief also reported that the Department's Thermal Imaging Camera (TIC) was damaged in a recent fire, and an insurance claim was filed for the damage incurred, which amounted to \$5-7000. The Chief said the damage was covered by our insurance.

Next Meeting

The next meeting of the Commission is scheduled for Monday, June 9, 2014 at the East Niceville Fire Station.

Adjournment

A Motion to Adjourn was made by Commissioner Dunbar, seconded by Commissioner Schwab, and unanimously approved. The meeting was adjourned at 7:50 PM.

Minutes respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ed Dunbar', with a stylized flourish at the end.

Commissioner Ed Dunbar
Secretary