

East Niceville Fire District

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

August 10, 2015 - Minutes Regular Meeting

Call to Order

Chairman Dunbar called to order the August meeting of the East Niceville Fire District Commission at 6:00 PM, August 10, 2015, at the East Niceville Fire Department.

Roll Call

The following individuals were present: Chairman Dunbar; Commissioners Brunson, McEntire, and Schwab, Chief Wright, Assistant Chief Birch and Firefighters Matt Obert and Dillon Syfrett.

Approval of Minutes

The minutes of the July 13, 2015 meeting had been provided to the Commissioners in advance of the meeting for review. Commissioner McEntire moved to approve the minutes with no corrections and a second by Commissioner Schwab. The motion was passed unanimously.

Treasurer's Report

Commissioner McEntire reviewed Treasurer's Report for the period ending June 2015. He distributed copies of the report that included bank account balances as of August 9, 2015. He also gave an overview of the overall financial status of ENFD with a year-to-date comparison vs. budget. A motion was made by Commissioner Schwab to approve the report and a second was made by Commissioner Brunson. Motion passed unanimously.

Old Business

Unemployment Fraud Problem: Chairman Dunbar and Chief Wright gave an update on their work with Laura Roesch, CPA and directly with the Department of Economic Opportunity to correct the fraudulent claim against ENFD before the end of this fiscal year. Chairman Dunbar sent a letter with a timeline of events and all documentation to all agencies involved and copied Senator Don Gaetz, State Representative Matt Gaetz and Okaloosa County Tax Collector, Ben Anderson in order to ensure all parties are fully informed of the issue.

Workmen's Compensation Policy: Assistant Chief David Birch gave a verbal summary of his extensive research on the subject since the July meeting. He has compiled information from similar districts, county agencies and the Florida League of Cities in addition to other sources. Commissioner Schwab made the following motion: In the event of a Workman's Compensation Claim by an employee, the Chief of the East Niceville Fire District has the authority, to allow the employee to use a maximum of two (2) days/ (48) forty-eight hours of accrued medical leave per 28 day pay cycle during their active claim period. There was a second by Commissioner Brunson. Motion passed unanimously.

FY 15-16 Proposed Budget: Chairman Dunbar distributed a DRAFT Budget using 2.45 mills for planning purposes. Commissioners reviewed the line items and the EOY 2015 Forecast along with the FY 2015-16 projected estimate. The department would operate at a deficit of approximately \$60,000 at a 2.45 millage rate. Commissioners were asked to utilize the spreadsheet to evaluate different tax rate options in preparation for the upcoming TRIM meetings.

CY 15 Proposed Millage: Chairman Dunbar reviewed a spreadsheet that allowed real-time changes of the millage rate for the commissioners to evaluate the tax rate necessary to meet expenses and potentially begin to build a reserve for future needs of the department. Commissioners were asked to review the spreadsheet that will be provided via email and use it to form an educated opinion for the upcoming TRIM meetings.

New Business

Equipment: Commissioner Brunson asked how the ENFD acquired the equipment currently being used since budget discussions included building a reserve for replacing vehicles and other equipment. Chief Wright informed the commissioners that much of the equipment was obtained by applying for grants. He and Chairman Dunbar agreed to provide information about any grants that the department may be eligible to receive.

Chief's Report

Chief Wright reported that a recent engine repair that he had anticipated to be very costly turned out to be \$450 for the entire repair. He also reported that Starmark, the company that provided the self-insured health benefits plan has notified the Chief of a \$2,546.79 refund available. Chief Wright will file for the refund as soon as possible.

TRIM Meetings

The TRIM Meetings will take place as previously approved and will be advertised as follows:

Wednesday, September 9, 2015 at 6:00 PM at the East Niceville Fire Station.

Wednesday, September 23 2015 at 6:00 PM at the East Niceville Fire Station.

Adjournment

A motion to adjourn was made by Commissioner Schwab with a second by Commissioner McEntire. The meeting was adjourned at 7:11 PM.

Minutes respectfully submitted,

Commissioner Tricia Brunson