



Holley-Navarre Fire District Board of Fire Commissioners February 26, 2017 – 6:00 p.m. Minutes Are Not Verbatim



The meeting was called to order at 6:00 p.m. by Chairman Stone. Pledge of Allegiance was led by Chief Norton. Commissioners VanValkenburgh & Batson were in attendance. Also present were Chief Norton, Battalion Chief Rounsaville, Lts. Sandoval, Davidson, Moore, FFs Harris, Peppard & Buffington, Gail Acosta of the Navarre Press, GSK Representative Sandi Walker, Landrum Representative Ted Holz and Admin Assistant K Groh. Commissioner Shumpert was absent.

Public Announcements / Public Comments – None

Chairman's Comments – Chairman Stone announced that 2 letters of interest for the open Commissioner position had been received – one of which was from his son – D.J. Stone – and, that he will recuse himself for voting for either candidate.

Meeting Minutes

Commissioners reviewed the minutes from 1/23/17. Comm. VanValkenburgh made motion to accept the minutes as presented, 2nd by Comm. Batson. Vote held. Motion Passed - Unanimous.

Treasurers Report

Commissioner Batson read the following:

February 27, 2017

Regions Checking	\$ 934,106.47
Apparatus Replacement	24,012.67
Investment Pool	7,244.50
Total Operating Cash	\$965,363.64
Impact Fee Account	\$609,149.88
Total All Funds	\$1,574,513.52
Income received to date	\$1,286,558.30
Expenses to date	\$643,855.33

Treasurers Report read into record by Comm. Batson. Correction to the Income to date will be made on the detail attached. Motion made by Comm. Batson to accept, 2nd by Comm. VanValkenburgh. Vote held. Motion Passed - Unanimous.

Chief's Report

The Chief's report for January - 249 runs, for an average response time of 7:23, overlapping calls 52 or 21%. Chairman Stone inquired about the proper use of Impact Fees – Chief will contact the Attorney to get clarification & report to the Commission. Comm. VanValkenburgh made motion to accept Chief's Report, 2nd by Comm. Batson. Vote held. Motion Passed - Unanimous.

Commissioner's Comments - none at this time

Old Business Landrum Payroll – Presentation made by Ted Holz detailing payroll calculations & services performed to include year-end reconciliations through W-2 preparation, as well as, in-depth HR Services to the District and employees. They can provide Union contract guidance and assistance in choosing health insurance carriers. They are able to provide background checks. HNFD will be assigned an HR Manager to guide us in all facets of HR needs. Motion made by Comm. Batson to contract services of Landrum, 2nd by VanValkenburgh. Vote held. Motion Passed - Unanimous. (binder detailing services attached)

GSG Phase 3 – Sandi Walker made presentation about 3rd phase – they will provide Property Appraiser with the proper Roll amounts based on the passing of the Resolution. This phase will cost \$7500.00. Motion made by Comm. VanValkenburgh to accept, 2nd by Comm. Batson. Vote held. Motion Passed - Unanimous.

Open Seat – Letters of Interest were received from 2 individuals: Frank Salvato & Dave (DJ) Stone. Chairman Stone asked the 2 nominees to leave the room. Commissioners discussed both applicants – noting that D.J. Stone was currently employed with Ft. Walton Fire. Chairman Stone recused himself from voting. Nomination for appointment of David (DJ) Stone made by Comm. VanValkenburgh, 2nd made by Comm. Batson. Vote held. Motion Passed - Unanimous. Arrangements will be made for Swearing-In at the opening of the next scheduled meeting.

New Engine Committee – Chief Norton stated that the Committee members will be Chairman Stone, Battalion Chief Rounsaville, Lt. Shawn Laws & a Firefighter to be named at a future date.

New Business – Midway Fire District & Navarre Beach Fire District are in the process of discussing the potential of consolidation. Chairman Stone would like to see HNFD participate in these discussions & meetings. Motion made by Batson, 2nd by VanValkenburgh. Vote held. Motion Passed - Unanimous.

The next scheduled meeting will be held on Monday March 27, 2017 @ 6:00 p.m. Motion to adjourn meeting made by Commissioner Batson, 2nd by Commissioner Stone, meeting adjourned at 6:42 p.m.

Respectfully submitted,

Charles Batson, Secretary/Treasurer