



# Holley-Navarre Fire District Board of Fire Commissioners July 22, 2019 – 6:00 p.m. Minutes Are Not Verbatim

The meeting was called to order at 6:00 p.m. by Chief Ron Norton. Captain Davidson led the pledge. Commissioners Dave Stone, Doug Schumpert, DJ Stone, and Todd Tolbert were present. Chief Norton and Admin Dee May were also in attendance, as well as Gail Acosta from Navarre Press. Commissioner Darin Culberson was not present.

**Public Announcements / Public Comments** - None

**Chairman's Comments** - None

**Meeting Minutes** – June 24, 2019

**Commissioner Schumpert made motion to accept all minutes presented as read, 2<sup>nd</sup> by Commissioner Tolbert. Vote held. Motion - passed unanimous.**

### **Treasurers Report**

Commissioner DJ Stone read the following:

#### **July 2019**

Regions Checking	\$1,631,773.16
Apparatus Replacement	\$32,454.01
Total Operating Cash	\$1,664,227.17
Impact Fee Account	\$833,970.87
Income received to date	\$2,654,240.29
Expenses to date	\$1,765,697.74

Treasurers Report for July read into record by Commissioner DJ Stone. **Motion made to accept report by Commissioner Schumpert, 2<sup>nd</sup> by Commissioner Tolbert. Vote held. Motion - passed unanimous.**

### **Chief's Report**

Incidents for June 2019: Total runs of 321, average response time 6:58, overlapping calls 37%. Consolidation meeting scheduled for 7/23/19 at 9:00 a.m. at Station 35 in Midway to focus on the direction we want to go with joint training. Engine 45 is out for scheduled maintenance for the next week. Building construction projects/blueprints etc. Need to obtain current surveys and site plans to start the process. Surveyors were out today.

**Commissioner's Comments** - None

### **Old Business**

#### **BOFC Policy Review**

Reached out to Commissioner Culberson about additions/changes, but have not heard anything yet. We would like to make a few changes as well before sending to attorney. Cmmr Stone asked if it was possible to send it to the attorney within the week for review. We will attempt to contact Cmmr Culberson again regarding mission statement, dress code, etc.

### **New Business**

**5 Year Plan Draft** - Chief Norton presented an updated version of the 5 year plan (see attached). The four objectives are the same. He has updated some projected budget info.

- Personnel: Hiring/promoting of 3 BC's and targeting FF/Medics to bolster the ALS program. 2020 is the target date for all positions to be filled. St 44 would require manning of 3 captains, 3 engineers, and 6 FF to staff adequately going forward.
- Vehicle Plan: Leasing a ladder truck will be an annual payment of \$108,000. As with any apparatus, there is usually about a 3% increase in cost each year. Cmmr DJ Stone asked if the time frame for a ladder truck would be approximately 2021 or 2022 and can we use the impact fee fund to pay for that? Chief Norton stated that yes, we can use the impact fee fund to lease a ladder truck once the Holley station is built and manned, dependent upon the budget. It is also being used for the new building out back.
- Equipment Plan: We received \$45,000 for this year and next year's LOST funding. It was originally slated for a boat and we realized it would not be enough for the boat and trailer so we used it to purchase the new SCBA equipment. Chief Norton stated that in 2021 we are projected to receive \$16,000 and also an AFG grant has been applied for and, if approved, we can buy an industrial washer/dryer, which will cut down PPE cleaning costs significantly.
- ALS Action Plan: Same as last year.
- 5 Year Plan was unanimously approved but can be adjusted/updated as necessary.

### **Budget Workshop Dates**

Tuesday, August 20, 2019, at 6 p.m.

Monday, September 9, 2019, at 6 p.m.

### **Next Meeting**

The next scheduled meeting will be held on Monday, August 26, 2019, at 6 p.m. Meeting adjourned at 6:25 p.m.

Respectfully submitted,  
D.J. Stone, Secretary/Treasurer  
DJS:sdm