

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
June 11, 2019

**Meeting called to order** at 7:00 p.m. by Vice-Chairman Griffin

**Invocation** – MOS

Commissioner Hansen – Present (7:13)  
Commissioner Griffin – Present  
Commissioner Mere - Present  
Commissioner Ducrou – Present  
Commissioner Cook – Present  
Chief Larry Nisbet - Present  
Office Manager - Theresa Sharp - Present  
Attorney Ian Mann – Present

**Others Present:** Some Public & Staff

**Public Input Agenda Items** – None

**Minutes** – Review and Acceptance of the minutes of the June 11, 2019 Board Meeting. Motion made by Commissioner Ducrou to accept the minutes. Commissioner Mere seconded the motion. Vice-Chairman Griffin calls for questions or comments. Hearing none, he calls for any opposed and with none opposed, motion passed.

**Financial Report** - Review & Acceptance of the June 2019 financials. Commissioner Ducrou moves to accept the June 2019 financials. Commissioner Mere seconded the motion. Vice-Chairman Griffin calls for questions or comments. With no questions or discussion offered, and none opposed, motion passed.

**Financial Report** - Review & Acceptance of the July 2019 financials. Commissioner Ducrou moves to accept the July 2019 financials. Commissioner Mere seconded the motion. Vice-Chairman Griffin calls for questions or comments. With no questions or discussion offered, and none opposed, motion passed.

**Fire Marshal and Administrative Reports** (attached) – Captain Underwood states there is no Fire Marshal report, and we will discuss MW Horticulture under Old Business. He states he has an update as of today that they have begun pulling residential permits on Northbrook and they did receive approval on the lagoon and we should have the hydrants turned over to us by the end of the week which will allow us to do the flow testing for that community. We should start to see some homes coming out of the ground as soon as they approve the permits. There were, as he recalls, 9 permits; 3 models and 6 residential. Commissioner Mere asks if the County has made any statements about the possibility of taking any of the hydrants into the surrounding community. Captain Underwood explains they aren't required to. The community can ask and if permitted, pay an impact fee to tie into that and contract someone to do it, but it's not been discussed. Vice-Chairman Griffin calls for further questions and hearing none, calls for Administrative Report. Chief Nisbet first welcomes Commissioner Crittenden of Alva Fire Control District who is a new commissioner and wanted to see how we do things here. Chief Nisbet reads the

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Administrative Report into the record and offers to answer any questions. Hearing none, Vice-Chairman Griffin calls for Union Petitions.

**Union Petitions** – Hearing none Vice-Chairman Griffin calls for Old Business.

**Old Business** –

- **Motion to close Regions Bank Visa Accounts** – Commissioner Mere moves to close the Regions Visa Credit Card Accounts. Commissioner Ducrou seconded the motion and with all in favor motion passed.
- **Resolution 2019-05** – Amending 2018/2019 Budget for carry-forward Reserves – Administration asks to proceed to amend the current budget to align with the actual audited carry forward to facilitate a more accurate budget proposal for the 2019/2020 budget and we will amend the final 2018/2019 budget at the close of the fiscal year for the line items the Board likes to balance at that time. Commissioner Mere moves to adopt Resolution 2019-05 amending the 2018/2019 Fiscal Year Budget. Commissioner Ducrou seconded for discussion. He asks Office Manager to walk through the Amendment. Realizing the amendment is only adjusting the carry-over Reserves from the 2017/2018 budget year to the 2018/2019 Reserves, he is satisfied with the amendment as it stands. Vice-Chairman calls for any further questions or discussion and hearing none, he calls for vote. With all in favor Resolution 2019-05 is passed.
- **Announce dates for September Budget Hearings** – Office Manager announces the date for the Preliminary Budget Hearing will be Monday September 9<sup>th</sup> at 7:00pm, followed by the Regular Board Meeting after. The date for the Final Budget Hearing has been set for Tuesday September 24, also at 7:00pm. She states there is one Commissioner who will not be present for the Final budget Hearing.
- **MW Horticulture** – Chief turns that topic over to the District's Attorney. Mr. Mann states the County has decided to sue MW Horticulture. He states it is his understanding there will be an injunction to seek an abatement of the nuisance, and the County will likely ask if the Bayshore Fire District wants to participate in the lawsuit. He at this moment, recommends no action independently, and further recommends our own issue of our outstanding bill with MW Horticulture be put on hold for the moment, until we see what comes of the lawsuit the County filed today. He invites any Commissioners who wish to discuss actions to speak to him individually and he will answer any questions they may have, individually; but to table our actions for now. Hearing no further discussion, Vice-Chairman Griffin calls for any other old business and hearing none, he calls for new business.

**New Business** –

- **Motion to transfer \$4,900 from Impact Fund for partial reimbursement to General Fund** – Commissioner Mere moves to move \$4,900 from the Impact fund to the General Fund. Commissioner Hansen seconded the motion and with all in favor, motion passed.
- **Acceptance of VFA Grant** – Chief Nisbet states due to the fact that many of our 5" hoses failed at hose testing and most date from 2004 or before, he submitted for the Volunteer Assistance Grant for 1000' of hose and VFA granted us a 50/50 match, and since we have to get the hose regardless, he needs Board approval to

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accept the grant. Commissioner Ducrou asks how much our obligation will be. Chief Nisbet doesn't recall the exact amount, but it is approximately \$2,500. Commissioner Ducrou asks if we need to move line items to cover it, and since Chief states we do not, Commissioner Hansen moves to accept the VFA Grant. Commissioner Ducrou seconded and with all in favor motion is passed. Commissioner Griffin seconded the motion and with all in favor, motion passed.

- **Cancer Coverage Policy/Chart of Accounts** – Chief Nisbet explains due to the Cancer Presumption Bill, we are currently researching Insurance to cover that liability for the District and requests we amend the Chart of Accounts with 522.236 Cancer Coverage Policy to permit a line for that expense in the upcoming budgets. Commissioner Mere asks if this would be in addition to the Health Insurance Policy. Chief explains it would cover the mandated \$25,000 payout and the \$75,000 line of duty death benefit. Chief notes we are talking approximately \$150 per employee per year, instead of having to take it from reserves in the case of a claim. Chief's only question is if we already have line of duty death coverage that is tied to state statute, why we would need to take out additional insurance to cover cancer; so, it may be that we won't have to cover that part. Commissioner Ducrou moves to approve and Commissioner Mere seconded the motion and with all in favor, motion passed. With no other New Business, Vice-Chairman Griffin calls for Chief Items.

**Chief Items** – Chief Nisbet states he was notified yesterday that Synovus is lowering our interest from 2.0 to 1.85 on the Money Market account due to the lower Fed Rate. He has directed our account executive to appeal to her Seniors to reconsider that move since we still have other options. Commissioners wish to wait for their response before we make any further moves. With no further discussion Vice-Chairman Griffin calls for Commissioner Items.

**Commissioner Items** – Commissioner Hansen asks in regard to the carry-over adjustment for the budget, is any of that carry forward being earmarked for new vehicles. Chief responds to the negative, only to reserves. With some discussion as to where we are at with vehicles, it is requested that next month we provide a list of vehicles and the hours and miles on each. Vice-Chairman Griffin calls for Public Input

**Public Input** – None - Vice-Chairman Griffin calls for recess for Executive Session.

**Executive Session** – (Bargaining Unit Contract) 7:31

**Reconvene** – 8:30

**Adjournment** – Commissioner Ducrou moves to adjourn. Commissioner Mere seconds the motion and with none opposed meeting is adjourned 8:30p.m.