

To: General Membership

From: Secretary

Subject: Minutes of the North Okaloosa Fire District Board of Fire Commissioners
Monthly Meeting.

Date: May 18, 2023

Members Present: Craig Shaw, Chairman, Commissioner Group IV
Todd McGirr, Vice Chair Commissioner, Group I
Dan Bowers, Jr., Secretary/Treasurer Commissioner, Group II
Rodney Lancaster, Commissioner, Group V At Large
Thomas Ashworth, Group III

Advisors Present: Dennis McMaster Chief
Jonathan Holloway Legal Council
Annette Rayburn, Administrator

The Meeting was called to order by Chairman Shaw at 5:00 p.m.

Prayer and Pledge of Allegiance: The Pledge of Allegiance and Prayer were given.

Approval of Agenda: Commissioner Lancaster motioned to approve the agenda. Commissioner McGirr seconded the motion. Vote 5/0.

Approval of Minutes of April 20, 2023

Motion to approve the minutes as written Commissioner Ashworth, 2nd Commissioner McGirr. Vote 5/0.

Public input: None

New Business:

a. Auditor: Our new Auditor Edward Chapman addressed the board and brought a new revised engagement letter showing the scope of what our audit would entail. He advised that there are new standards which he checking on and will advise us of his findings. He advised the board that he will be back at next months meeting with the findings and present the audit to the board.

b. Tax Roll: The board reviewed the figures for the tax roll findings for FY2024. Commissioner Bowers made a motion to accept the tax roll, 2nd Commissioner Lancaster. Vote 5/0. Commissioner Lancaster made a motion to increase the tax roll by 3%, 2nd Commissioner Ashworth. Vote 4/1 with Commissioner Bowers voting no.

Old Business:

a. Contract update: Chairman Shaw said that there is nothing new to update.

Advisory Reports:

Attorney Report- Nothing to report.

Chief's Report – Chief McMaster briefed the report as follows- personnel which now lists 2 management, 21 paid firefighters, 3 relief firefighters, and 2 support personnel, there were 244 calls for the month of April 2023.

Chief McMaster reported that the Crash truck CRV 82 is still awaiting equipment to arrive and be installed. Engine 83 the final inspection has been completed.

Station 82 roof leaks have been repaired. We received a quote to reseal the whole roof for 10k, we are getting other quotes to compare pricing.

Chief McMaster asked the board to approve 15k to outfit Engine 83 when it arrives. Commissioner Bowers made the motion for the 15k to outfit Engine 83, 2nd Commissioner McGirr. Vote 5/0.

Chief McMaster asked the board to approve an additional set of extraction tools to put on Engine 83 in the amount of \$29,325.00. Commissioner Bowers made the motion to purchase the extraction tools, 2nd Commissioner Lancaster. Vote 5/0.

Chief McMaster asked the board to approve the purchase of a new Vent fan in the amount of \$4,905.88. Commissioner Bowers made a motion to purchase the Vent fan, 2nd Commissioner Lancaster. Vote 5/0.

Chief McMaster asks the board's approval to surplus the old sets of Hydraulic extraction tools and 25 of the old air-paks. Commissioner Bowers made the motion to approve the surplus, 2nd Commissioner McGirr. Vote 5/0.

Commissioner Bowers made a motion to accept the Chief's report, 2nd Commissioner Ashworth. Vote 5/0.

Secretary/Treasurer's Report- Commissioner Bowers reviewed the Combined financial report. He said that we are in good position the line items are in good shape. Chairman Shaw made the comment that the interest that we made this year is great but he is not planning on it in the future. Motion to approve the Treasurers report by Commissioner McGirr, 2nd Commissioner Ashworth. Vote 5/0.

Commissioner Comments:

Commissioner Bowers said that at a previous meeting they had talked about possibly swapping Station 84 with another parcel of land if possible. The parcel that he had in mind is not going to work out. He would like to, with the Chief investigate the possibility of selling that property and trying to find another parcel of land.

Set Agenda for next meeting June 15, 2023:

Auditor, and Contract update.

The Meeting was adjourned at 6:10 pm.

Craig Shaw
Chairman