



Board Of Commissioners Meeting Approved Minutes

Navarre Beach Fire Rescue

1413 Utility Drive, Navarre, FL 32566

14 March 2023

Commissioners Present

Keith Lang, Chairman

Jack Burton, Vice Chairman

Ken Huete, Treasurer

Shelley Brummett, Secretary

I. Call to Order at 4:33

II. Pledge of Allegiance was led by Chairman, Keith Lang

- (1) Those in attendance: Chief Danny Fureigh, Joan Fryt-Staff Assistant, Captains Sean Hughes and Donehoo, Firefighters Kellen Marti, Felix Hernandez, Patrick Wissing, Ed King, Frank and additional guests Lisa Hernandez and Jerry Lambert

III. Quorum was confirmed

IV. Pinning Ceremony for Firefighter Felix Hernandez

- a. Chief Danny Fureigh administered the oath and presented the NBFR challenge coin. Captain Donehoo pinned his badge and Lisa Hernandez pinned his collar brass.

V. Approval of Minutes

- (1) A motion was made by Jack Burton and seconded by Ken Huete to accept the minutes as amended.
- (2) Motion approved.

VI. Reports

1. Chiefs Report

Chief Fureigh reported the following for the month of February:

Emailed draft agenda for Commissioners meeting to Chairman Lang, Emailed monthly reports to Sandy Kemp, Met with Chad Saunders on interest in being of Pension Board, Received \$100,000 from SRC LOST funding for new engine payment, Received \$1400 refund from Motorola on faulty radio in Land Rover, Past President, John Connor, picked up vehicle titles for autos from DMV, Received refund from Workers Comp. for \$1297 for no claims, Met with Commissioner Eddington at Beach Safety house on grant proposal for first aid station on beach, Received letter of engagement from Haywood Dykes as attorney for ISFD, Sent payment of \$119,943.99 for new engine, Emailed Leasing 2 on transition to ISFD for funding contract name change (new engine), Scheduled final inspection on new engine for March 6-8, Board of Commissioners meeting approved Captains in CBA and salary adjustment 6.25%, Contacted Plymovent on repairs for exhaust removal system. Parts ordered, 2021 GMC beach truck out of service and taken to GMC for warranty repairs, Spoke with attorney on transfer of assets from LLC to ISFD, Sent impact fee resolution to attorney that was reviewed and signed by Chairman Lang which goes into effect 90 days after 24 February, Opened 4 new accounts at Centennial Bank for ISFD, 43 calls for service.

2. **Captains Report** Met with Chad Saunders as a possible Pension Board Trustee, multi-company training with HNF, held their first Pension Board meeting, renewed all CPR instructor licenses, hosted a fish fry for the

previous Board of Directors and the new Commissioners, attended monthly trash bash, attended Mardi Gras safety meeting, painted decking on north side of station, performed yearly maintenance on gym equipment, sanded/painted trailer hitch on the jet ski, rewired and redirected charge cables for the headset on ladder 49, Justin Price joined A Shift, 43 calls for service-7 were ALS, 65.5 training hours, 18 hours of crew fitness, 2 tactical surveys, 7 station tours, 1 PR event, 4 community involvement.

3. Beach Safety Report

Chief Fureigh gave the following Beach Safety Report as Beach Safety Director is extremely ill. 11 new hires giving us 26 guards who have completed training, Attended Navarre Chamber breakfast, Attended WNPS where they provided a lifeguard class for 6 & 7 year olds, Attended NHS career day, finalized beach safety bumper stickers which will be displayed on all rental golf carts explaining flags and rip currents, started swim season last weekend.

4. Treasures Report

Treasurer, Ken Huete, reviewed the following balances:

We are still in a transition phase with former treasurer, Scott Bran. In the future the Treasurer's report will be in a different format vs the Excel spreadsheet we used in the past. Treasurer and Joan Fryt attended the first training session on 9 March.

Cash on Hand as of 14 March 2023 Fire Operations Account \$621,267.74

Donation Account \$1,263.02

Beach Safety Account \$196,048.32

Chief added that we received our last MSBU disbursement in March from SRC and we will now transition into the assessment fee. We still have a 6K reimbursement fee we are waiting on from when we deployed for Hurricane Ian. That will be the last of incoming monies for this fiscal year.

A motion was made by Jack Burton that we accept the Treasures Report as presented and seconded by Shelley Brummett. Motion approved

5. New Business

- a. There was a brief discussion that we consider paying off the ladder truck. We have 2 payments left of 45K annually. We currently have money in a CD that has a very low interest rate that would net us approximately 2K. If we pay off the ladder truck, we will save over 6K in interest charges which would save the district 4K. There is no prepayment penalty. Moving forward the only financed asset we will have is the new fire engine and all other assets are paid in full and fully insured. This discussion was tabled until our next meeting.
- b. Bank Accounts
All members have signed for the new accounts. The authorized signers are Chairman, Vice Chairman and Treasurer. We will require a second signature for any check above 5K. Most bill will be paid online. Payroll-We will table discussions for caps on payroll until next our meeting.
- c. Pension Board According to Title 7, Chapter 175, Section 61 1-A states that we as Commissioners need to approve Pension Board members. The Board is made up of 2 employees of the NBFR, 2 people from the District and 1 individual that is agreed upon by all members. We as the Board of Commissioners must approve the Pension Board. Notice of the NBFR seeking individuals to fill these positions was shared through the NBRLA and social media. We had 3 people step up along with the fire department members. These were Jim Sutton, President NBRLA, Chad Saunders, Captain Mayhew, and Captain Hughes. The he 5th person agreed upon by the others was Dave Piech. These members have already met and have done their due diligence and understand the duties that they will be required to fulfill and that this will take many hours to establish the Pension program and all have agreed to the requirements and are ready to move forward. A motion was made by Shelley Brummett to accept the slate of members as presented as the Pension Board member and was seconded by Jack Burton. Motion passed.

- d. Transfer of Corporation Assets. At the advisement of the attorney, he has drawn up the paperwork where we will transfer the assets from the LLC to the District. Former President, John Connor, will need to sign off on this at the 11 April meeting. Once completed we will be able to transfer the monies into the new accounts. We will not dissolve the Corporation until the end of the fiscal year. This discussion was tabled until the April meeting.
- e. A discussion was held regarding the hours of Staff Assistant, Joan Fryt. Currently Joan is contracted for 30 hours per week but has worked many additional hours over the last two year. It is proposed that we move Joan to a full time (40 hr. week) and that we also dissolve our relationship with our payroll provider H & H. Joan will then takeover the payroll duties and paying bills. Over the years we have had numerous errors from H & H and feel that this is the best and most cost-effective move for NBFR. We will need to find a company that will be able to file our taxes. A motion was made by Jack Burton and seconded by Ken Huete that we increase Joan's hours to 40 hrs. per week effect as of 17 March 2023 with her current benefits. Motion passed.

VII Comments or Announcements

- a. The Push In Ceremony will be 25 March 2023. Andy D's will be providing food for the event and there will be great giveaways. Chief shared that the new truck is state of the art with equipment and technology and can carry 1000 gallons of water where other trucks can only carry 300 gallons. This new truck will bring that latest in firefighting to our residents. The new truck will be dedicated to Firefighter Gary Diamond who was one of our Captains who has passed away.
- b. Open to the Floor No other comments or questions were presented

VIII Next meeting will be 11 April 2023 at 4:30 pm

IX Motion to Adjourn was made by Jack Burton and seconded Motion passed 5:40pm.

Respectfully submitted.

Shelley Brummett

Commissioner

Navarre Beach Fire Rescue, Secretary

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