



Board Of Commissioners Meeting Approved Minutes
Navarre Beach Fire District
1413 Utility Drive, Navarre, FL 32566

13 June 2023

Commissioners Present

Keith Lang, Chairman
Jack Burton, Vice Chairman
Ken Huete, Treasurer
Shelley Brummett, Secretary
Aldo Ercolano, Absent

- I Call to Order** The meeting was called to order at 4:42pm by Chairman Keith Lang
- II Pledge of Allegiance** was led by Chairman, Keith Lang at the previous meeting with Attorney Hayward Dykes. Those in attendance: Chief Danny Fureigh, Joan Fryt-Staff Assistant, Captains Sean Hughes and Corey Mayhew, Beach Safety Director Austin Turnbull, Firefighters Felix Hernandez and Lance Vincent, additional guests Hayward Dykes, John Lewis, and Jerry Lambert.
- III Quorum** confirmed.
- IV Pinning Ceremony** for Firefighter Justin Price. Chief Danny Fureigh administered the oath of the Navarre Beach Fire District to firefighter Justin Price after successfully completing his 6-month probationary period. Chief Fureigh was assisted with the pinning by Captain Hughes and FF Price's wife.
- V Approval of Minutes**
1. A motion was made by Ken Huete and seconded by Jack Burton to accept the minutest as amended.
 2. Motion approved.
- VI Reports**
1. **Chief's Report**
Chief Fureigh updated Commissioners on the following for the month of May: Emailed attorney to schedule Sunshine Law training for Fire Commissioners, Paid off ladder truck, Applied for Triumph grant (P) for fire boat, Spoke to Safeboat fireboat for quote and time frame to build, Attended preliminary meeting in Milton for Port of Navarre, Emailed SRC new bank accounts info for deposits, Impact fees began 15 May 2023, Dropped off new checks to H&H Accounting, Transferred money from old corporation to new District, Attended Union negotiations with Commissioners Keith Lang and Jack Burton, Picked up title for Ladder truck at FNBT, Shopped CD rates for Reserve Funds, Attended quarterly QJ meeting at EOC on medical calls, Received \$83,000 reconciliation from SRC for 2022 MSBU collections, Emailed Greg Brown on TRIM notices for Fire Assessment fee collection, Lifepak 15 received annual service, Received SAFE bags from ECEF (contains items for special needs patients who might be in a stressful situation), Met with Rick McClanahan from Synovus for CD rates funding options, Contacted 2 appraisal firm for new wind insurance on station, Registered new engine and lifeguard Waverunner, Began process of transferring all vehicle titles to the District, Submitted budget request to SRC for 2024 Beach Safety program for \$829,000, 53 calls for service 9 ALS.
 2. **Captains' Report**
Captains' report for May 2023 as follows: Attended Tunes by The Dunes, Conducted muti-company training with Truck 45 crew, Attended NBLRA meeting and delivered Chief's report, Captain Donohoo completed a 45-hour Codes and Standards Class, Firefighter King passed the State Exam for Pumper Operator, Provided medical list to Lifeguard EMS for State Audit, Captain Donehoo and FF Hernandez completed Operations 40-Hour Rope Rescue Course, Completed Company Training CrossFit competition, Attended the Paddle Board Classic

Operational Measures: Calls for Service 53, ALS 7, Training Hours 93, Crew Fitness Training Sessions 20, Hydrants 26, Tactical Surveys/Pre-Fire Plans 0, Station Tours 7, PR Events 6, Community Involvement 7.

Question from the floor from Jay, Florida resident, Jerry Lambert, requested a copy of the budget that was mentioned by the Chief. Chief Fureigh explained that it was a proposal submitted to the County for Beach Safety and not the District. Mr. Lambert then requested a copy of the Chief's Report. Chairman Lang said that he will email the report to him.

3. **Beach Safety Report**

The following Safety Report was presented by Director Austin Turnbull: Jr. Lifeguard Tryout-55 Jr lifeguards currently signed up and training starts 19 June, Jr Lifeguards will be receiving new uniforms with the new logo, Submitted 2024 Beach Safety Budget to include two additional personnel, extended coverage, basic and advanced training, Interviewed with Navarre Press regarding Jr. Lifeguard Program, USLA Education and Jr. Lifeguard zoom board meetings, Iron Guard race which is the Last Rookie physical check off, Made a Bell Trophy and dedicated it to the Schaffer Family, "Held the Lifeguard 2" pay incentive that consisted of a 1000m swim, 1000m run, 1000m paddle with a 32 minute cut off-22 of the 24 guards that tried out passed, Watchtower date entry program training for entire staff, Watchtower is operational, Safe Beach Day which is another access attached to NOAA that provides important weather and beach information, ECLA South Walton competition had 10 NBLG in the 50 competitors, Attended Fire Academy graduation for two of our lifeguards, Upcoming this month Jet ski rescue training, ECLA Gulf Shores competition.

Safety Stats from 13 May-12 June 2023 as follows: Total Attendance 308,430, Total Contacts 203,720, Total Prevents 190,136, Total Assists 482, Total Rescue 95, Total Minor Medical 78, Total Major Medical 2, Total Missing Person 17, Total Marine Life 76, Total Wildlife 3 Total Enforcement 62, Total Boat Infractions 38, Total Reef 10, Total Sheriff Called 0.

1. **Treasurer's Report**

- a. Treasurer, Ken Huete, reviewed the following balances:
- b. Cash on Hand as of 13 June 2023 Fire Operations Account \$363,677.60
- c. Donation Account \$795.36
- d. Impact Fees Account \$100.00
- e. Beach Safety Account \$185,542.92
- f. Reserve Account as of 31 May 2023
 - 1) Bank Deposits \$130,905.53
 - 2) CD's \$179,974.80
 - 3) Total \$310,880.33
- g. Motion was made by Jack Burton and seconded by Shelley Brummett to accept the minutest as presented. Motion Passed Question from the floor from Jay resident Jerry Lambert asked if he could have a copy of the treasurer's report. Commissioner Huete said that he would email the report to him.

2. **New Business**

- a. Reserve Fund. The Chief has been investigating options for the Reserve Fund. He was given a quote of 4.75% from Synovus Bank, which is where we currently have the CD or 4.99% from Cadence Bank for 8 months. After discussion the Commissioners suggested keeping funds at Synovus. A motion was made by Jack Burton to keep the Reserve Funds at Synovus and seconded by Ken Huete. Motion passed.
- b. Access to the H&H Payment Portal. The Chief has recommended that we allow "view only" access to NBFD Staff Assistant, Joan Fryt, to have access to the financials for the purpose of monitoring funds and assisting with the monthly financial reports. A motion was made by Jack Burton and seconded by Ken Huete to allow the "view only" access to Staff Assistant Joan Fryt. Motion passed.
- c. Open Records Request. Chairman Lang discussed that we currently have 2 open records requests. The first is for Navarre Beach Fire Rescue Districts policy documents for protecting the District and copies of the subsequent performance report documents the Commissioners require to assure the District's operating performance in compliance with the Policies. As requested by Jay resident Jerry Lambert. Chairman Lang reported that there is no such document, and one does not exist so obviously we cannot supply it. The second document request is for the Notice that was given that the Navarre Beach District is a District requested by Jay resident Jerry Lambert. Chairman Lang explained that this was a House Bill that was passed

by the State of Florida and is held in Tallahassee. Chairman Lang said that the formal request would need to be from Mr. Lambert to the State for the request of House Bill 651. Chairman Lang wanted to inform the Commissioners of his findings and how we will respond to them until we can formally establish a Records Custodian. Discussion: Jack Burton suggested that we send the record request to the attorney for review prior to having items sent out. Chairman Lang said that he did not know if this record existed and wanted to send out a timely response to Mr. Lambert. Nbfd Attorney, Hayward Dykes, confirmed that he saw this request and if the county houses the document, it is a public record. If it is a record that another agency has then an official records request would be needed through that agency. A question by Jay resident Jerry Lambert said that his request for his previous request was not received. The Chief said that he spoke with the Supervisor of Elections for SRC and was told that they would supply the requested document to Mr. Lambert once he reached out to them. Jay resident, Jerry Lambert, then said that previously requested documents were not sent with the requested attachments regarding the transfer of assets from the Corporation to the District. Chairman Lang said that he will have that available by the following Wednesday and that copies of all our public records are available for inspection at the station but asks that due to the nature of the business of the station an appointment would be necessary because the person(s) who would need to assist may not be available. Chairman Lang also requested Chief Fureigh have a Sign-In Sheet available as last time Mr. Lambert received documents but stated that he never received them.

VII Next meeting will be 11 July 2023 at 4:30 pm

VIII Motion to Adjourn was made by Shelley Brummett and seconded Ken Huete. Motion passed 5:21 pm.

Respectfully submitted,

Shelley Brummett

Commissioner

Navarre Beach Fire Rescue, Secretary