



**MINUTES  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
SEPTEMBER 13, 2011  
7:00 PM**

**MEETING CALLED TO ORDER AT 19:00. COMMISSIONER SZYMANSKI LED THE PLEDGE OF ALLEGIANCE. INVOCATION LED BY COMMISSIONER GORRIS.**

**CONSENT AGENDA**

**Agenda Item; Approve the minutes from the regular meeting on August 9, 2011 and the budget workshop on August 16, 2011.** Commissioner Isakson made a motion to accept the minutes as written for the August 9, 2011 meeting. Commissioner Eaton seconded the motion. All were in favor, motion carried. Commissioner Isakson made a motion to accept the minutes as written for the August 16, 2011 budget workshop. Commissioner Eaton seconded the motion. All were in favor, motion carried.

**ADMINISTRATIVE AGENDA**

**Agenda Item; Treasure's Report.** Commissioner Gorris shared with the board that the projected low point, bank balance wise, for the year is \$ 427,125 which would occur around the end of October, just before the new fiscal year taxes start coming in. This projection is up from where we thought we would be several months ago. With that increased projection, the 2013 budget low point is a positive number rather than negative, as once thought. The figures are still of concern and still require diligence on the part of the district but do represent the diligence currently being exercised.

Commissioner Gorris also share a few point of reference from the 2010 Financial Statement audit now completed by O'Sullivan Creel, which appears later in the agenda for approval. Commissioner Gorris wanted to make note that the two finding of OC were as follows: 1) a credit card receipt for gas from the May 2010 statement was missing from the supporting documentation 2) an existing policy of the district is in need of revision, also an existing item later in the agenda. The board felt the two findings were minor but none the less, being addressed and resolved.

Commissioner Gorris also asked if each member of the board could try to make more frequent trips by the station to sign checks.

Commissioner McPherson made a motion to accept the Treasurer's report as read. Commissioner Isakson seconded the motion. All were in favor, motion carried.

**Agenda Item; Renewal of general liability insurance with Underwood Anderson.**

Wayne Hood with Underwood Anderson shared with the board more details about the renewal. The total renewal cost is \$93008.73 which is a decrease on the property/casualty/auto side and an increase on the work comp side. The state of Florida gas increased across the board work comp rates as well as the experience mod for the district carrying above 1.0 which is also driving the increase on the work comp side. The district, on top of the state rate increase is carrying a 2% penalty which is calculated by the % of district claims vs. premiums paid. The experience mod is calculated based on the prior 3 years of claims. There were a few large claims in 2008 which will drop out of the mod at the end of the year so the district should experience a reduction in the penalty if not a credit.

Commissioner McPherson made a motion to renew the insurance policy with Underwood Anderson. Commissioner Isakson seconded the motion. All were in favor, motion carried.

**Agenda Item; Request for grant approval for extrication equipment.** Chief Kanzigg noted that current equipment was purchased sometime in the early 90s and is in need of replacement. The grant has a very short window for application.

Commissioner Gorris made a motion to approve the district submit an application for grant to replace extrication equipment. Commissioner Eaton seconded the motion. All were in favor, motion carried.

**Agenda Item; Review millage referendum language.** Commissioner Szymanski read aloud the current revised option for consideration, which is a modification made by the board from what was submitted by Lewis Longman Walker, PPA.

*"In order to operate and maintain the Midway Fire District's facilities and current level of fire rescue services for the citizens of the District, shall the district be authorized to increase its ad valorem tax millage cap from the current rate (1.4mills), by no more than .5 mills per year? As per Florida Statutes, Chapter 191, the maximum state rate is 3.75 mills."*

The board requested that Missy Scarborough please email this language to all board members. The board will continue to think on the language. Commissioner Szymanski also requested that Chief Kanzigg touch base with the elections office to verify the deadline of when the language needs to be submitted to the elections office.

**Agenda Item; Approval of the financial statement audit from O'Sullivan Creel for the fiscal year 2010.** Commissioner Gorris encouraged all members to read the audit fully and made a motion to approve the 2010 audited FS. Commissioner Isakson seconded the motion. All were in favor, motion carried.

**Agenda Item; Update to policies in resolution book.** Commissioner Gorris felt that the action would require 2 steps. Commissioner Gorris volunteered to first review all policies and consolidate them into one document, ridding any redundant language and present the board with a resolution to consolidate existing policies into one policy. Second, upon completion and creation of one policy, the board can then review the one policy to revise as needed. Board has requested to carry the item to the October 2011 agenda.

**Agenda item; Chief Kanzigg's annual evaluation.** The annual process is that each board member will meet with Chief Kanzigg one on one to conduct independent evaluations and then each one is then submitted to the Chairman, Commissioner Szymanski, who will average all of the scores together. The Chairman has requested that all evaluations be complete and submitted to him by October 1.

**Agenda item; set date and time for Town Hall meeting.** Chief Kanzigg recommended that we postpone the decision until the board had made a final vote on the exact referendum wording. He has been holding off on sending the surveys also until then. This agenda item will be carried over to the October 2011 meeting.

**Chief's report.** Chief Kanzigg discussed the district's August 2011 business.

**No public Comment**

**No further items were presented.**

**Commissioner Gorris made a motion to adjourn the meeting. Commissioner Isakson seconded the motion. All were in favor, motion carried. Meeting adjourned at 19:45.**

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**Dave Szymanski, Chairman**

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**Date:**

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**William Eaton, Secretary**

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**Date:**