



**MINUTES
BOARD OF COMMISSIONERS
REGULAR MEETING
October 12, 2021
6:00 PM**

**MEETING CALLED TO ORDER BY COMMISSIONER CARTER AT 6:00 PM.
THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER CARTER
AND INVOCATION WAS LED BY CHAPLAIN DAVE CLARKE**

Public Comment: No public comment.

CONSENT AGENDA

Agenda Item; Approve the minutes from the September 8, 2021, Regular meeting. *Commissioner Delp made a motion to approve the minutes for the September 8, 2021, regular meeting as written. Commissioner Poole seconded the motion. All were in favor; motion carried.*

Agenda Item; Approve the minutes from the 1st Special Budget meeting for FY2021/2022 on September 8, 2021. *Commissioner Poole made a motion to approve the minutes for the September 8, 2021, 1st Special Budget meeting as written. Commissioner Labrato seconded the motion. All were in favor; motion carried.*

Agenda Item; Approve the minutes from the 2nd Special Budget meeting for FY2021/2022 on September 20, 2021. *Commissioner Poole made a motion to approve the minutes for the September 20, 2021, 2nd Special Budget meeting as written. Commissioner Delp seconded the motion. All were in favor; motion carried.*

ADMINISTRATIVE AGENDA

Agenda Item; Treasurer's Report. Commissioner Delp presented the Treasurer's Report. As of September 30, 2021, the fiscal year to date expenses totaled at 100% of the annual budgeted expenses. The district received \$6,669.00 in impact fees for the month of September. There were no unforeseen expenses for the month of September. *Commissioner Delp made a motion to accept the Treasurer's Report as read. Commissioner Poole seconded the motion. All were in favor; motion carried.*

Agenda Item; Review the Fire Chief's Annual Performance Evaluation. Every year each of the Chief Officers, Fire Chief included complete a performance evaluation for all of the employees. Each of the five Commissioners complete a performance evaluation for the Fire Chief. The evaluations are scored for individual

standards on a scale of one through five with five being the highest. The total score of each evaluation is then averaged together to provide an overall evaluation score. For fiscal year 2021, Chief Kanzigg earned a total averaged score of five on his performance evaluation.

Agenda Item; Approve the Cost-of-Living Adjustment.

Midway Fire District Board of Fire Commissioners adopted Resolution 21-06, approving the 2021/2022 budget of \$5,894,593.00. This budget includes the necessary funds to authorize a 7% cost of living adjustment (COLA) to all full-time employees to offset rising inflation and Florida minimum wage increases over the next five years. It is recommended to approve implementation of the budgeted 7% COLA effective on the October 21, 2021 biweekly pay cycle.

Commissioner Murphy made a motion to approve the implementation of the budgeted 7% cost of living adjustment to all full-time employees effective on the October 21, 2021 biweekly pay cycle. Commissioner Delp seconded the motion. All were in favor; motion carried.

Agenda Item; Approve recommendation to allow eligible employees to cash in accrued vacation leave. Since 2010, Midway Fire District has allowed its eligible employees the option to cash in vacation hours already earned. To be considered eligible for this benefit, the employee must be full time and in a non-probationary status. Each year an average of 14.5 employees cash in an average of 933 hours of vacation hours for an average cost of \$17,921.00 each year.

Commissioner Murphy made a motion to approve the recommendation to allow each eligible employee to cash in accrued vacation leave, not to exceed 96 hours per employee. Commissioner Poole seconded the motion. All were in favor; motion carried.

Agenda Item; Approve purchase of F-250 for Battalion Vehicle.

As per the approved Seven-year Strategic plan, a Chevy Tahoe was ordered during FY 2020-21. However, due to product shortages from the pandemic, this purchase was moved into FY 2021-22. Since the original order placement, LOST funding had become available from Santa Rosa County to be able to purchase this vehicle. This funding becoming available had provided an opportunity to be proactive in replacing the current Battalion 35 vehicle with a better response command vehicle. A quote from Duval Ford had been provided to Midway Fire District in the amount of \$52,738.83 for a 2022 Ford F-250 Heavy-Duty Crew Cab 4x4 that will be delivered with a fiberglass truck topper, tow package, Weston grill guard, a 12,000lb winch, body lift, full exterior light bar, siren, commercial console, and rubber floors. Once ordered, the expected delivery is June or July of 2022.

Commissioner Murphy made a motion to approve the recommendation that the Midway Fire District Board of Fire Commissioners approve the purchasing of a 2022 Ford F-250 Super Duty Crew Cab 4x4, from Duval Ford in the amount of \$52,738.83. Commissioner Delp seconded the motion. All were in favor; motion carried.

Added Agenda Item; Review offer from Crown Cabinetry to purchase old Station 36 property on Gulf Breeze Parkway, Parcel 27-2S-28-0000-00414-0000. Commercial

Realtor Nancy Brown provided an offer from Crown Cabinetry to purchase the old Station 36 property off Gulf Breeze Parkway. Crown Cabinetry made an offer of \$120,000.00. The Board of Fire Commissioners have three options to select from, to either accept, counter, or deny.

Commissioner Murphy made a motion to deny the offer from Crown Cabinetry to purchase the old Station 36 property for the amount of \$120,000.00. Commissioner Delp seconded the motion. All were in favor; motion carried.

Added Agenda Item; Discuss the vacant position for the Pension Board.

Justin Labrato previously served on the Pension Board, since he has joined as a Fire Commissioner for the Midway Fire District Board of Fire Commissioners, this has resulted in a vacant spot on the Pension Board. Since there are no immediate responses on a replacement for the vacant position, the Board of Fire Commissioners has given Chief Kanzigg the directive to search for a replacement.

Chief's Report.

Adjourn; *Commissioner Delp made a motion to adjourn the meeting. Commissioner Poole seconded the motion. All were in favor, motion carried. Meeting adjourned at 6:54 PM.*

Neal Carter, Chairman

Date

Bob Murphy, Secretary

Date