

**Minutes of The Regular Monthly Meeting  
Board of Fire Commissioners  
Cedar Hammock Fire Control District  
January 10, 2013**

The meeting was called to order by Chairman Flynn at 6:00 p.m. The following Commissioners were present:

Mike Holderness, Vice Chairman  
Dan Brunner, Secretary  
Dee Bennett, Commissioner  
Steve Litschauer, Commissioner

The invocation was given by Commissioner Litschauer, which was followed by the pledge of allegiance to the flag.

**SPECIAL BUSINESS**

Chief Stulce announced that at the next months meeting the following personnel will be awarded their years of service awards: Eddie Anderson – 15 years, Mark Bandstra-25 years, Steve LaPlante – 25 years, Sam Collier – 30 years, Lenny Furst – 10 years, Leigh Hollins – 35 years, Alex Lobeto – 25 years, Nick Lynch – 5 years, Sharon Parker – 20 years, Mike Sheets – 15 years, and James Taylor – 5 years.

Chief Stulce presented the Phoenix Award to Lieutenant Nick Herlihy.

**PUBLIC COMMENTS**

Attorney Maggie Mooney-Portale announced to the board that she has moved to a new law firm and would like to remain as general counsel for the fire department. Discussion followed.

**NEW BUSINESS**

**1. District Attorney – Update (Chief Stulce)**

A motion was made by Commissioner Bennett to retain Attorney Maggie Mooney-Portale as general counsel for the Fire District, which was seconded by Commissioner Brunner and unanimously carried. A motion was made by Commissioner Bennett authorizing Chief Stulce to sign the engagement letter, which was seconded by Vice Chairman Holderness and unanimously carried.

**2. Personnel Services - Discussion (Chief Stulce)**

Chief Stulce reported a 3% increase in base salary effective October 1<sup>st</sup> would cost \$150,000.00. Also, a 3% increase in base salary effective February 1<sup>st</sup> would cost \$100,000.00. Discussion followed. A motion was made by Commissioner Litschauer to approve a 4% raise on employees' base salaries effective February 1, 2013, which was seconded by Commissioner Brunner and unanimously carried.

**3. Governor's Additional Information (Chief Stulce)**

**12/12 Letter / 12/14 Letter**

Chief Stulce reported that he received two more requests from the Governor's Office for additional information regarding their survey. Discussion followed.

**4. Budget Updates (Division Chief Hoyle)**

Division Chief Hoyle reviewed the following budget updates:

Adjustment to revenue, increase balance forward by \$233,000.00

Operating expense increase by \$200,000.00

Assigned expense increased to \$1,144,620.00

Account #6073-Retirement FRS – 3% employee contributions

Account #6992 – USAR - \$14,450.00

Account #7370 – Contingency Funds – Security System if needed.

A motion was made by Commissioner Brunner to approve the amendments, which was seconded by Commissioner Litschauer and unanimously carried.

## OLD BUSINESS

- **Insurance Renewals Update (Division Chief Center)**

Chief Stulce reported that we budgeted 12% over last year, and the figures came back at an increase of 19%. He stated that through some negotiations we ended up with a 7% increase. The employees also contribute towards their insurance. We have the same insurance as we had last year with United Health Care, and were able to fully fund our HSA.

- **Succession Planning Update (Chief Stulce)**

Chief Stulce reported he has started some of the succession planning. He will be bringing over two key individuals around the first of February to start the succession planning, which will also result in other moves. This will also result in bringing on two new people for replacements. Chief Stulce stated the funds have been budgeted for this planning, and also announced the posting will be done for the Lieutenants test.

- **Audit Update (Chief Stulce)**

Chief Stulce reported the districts auditor, Mr. Randy Dillingham, will be presenting the Audit at the meeting in February.

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## CONSENT AGENDA

*the following items are determined to be routine in nature and should be considered in a single motion. Items determined to warrant individual discussion should be removed from this list prior to the motion to adopt. Such items should be discussed separately.*

### Minutes

November 8, 2012

### Treasurer's Report

Financials – November & December, 2012

Check Register – November & December, 2012

### Chief's Report

The Chief's Report was distributed with the agenda packages for information and review, along with Departmental Reports, copies of correspondence and news articles for information.

Chief Stulce announced the next meeting of the Manatee County Fire Commissioners Association will be held on **January 28, 2013, at 6:30 p.m. at the Cedar Hammock Fire Rescue – Station #1 Administration Office.**

**A motion was made by Commissioner Litschauer to approve the consent Agenda, which was seconded by Commissioner Bennett and unanimously carried.**

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## END CONSENT AGENDA

**NEXT MEETING DATE – Thursday - February 14, 2013 @ 6:00 p.m.**

### ADJOURNMENT

The meeting was adjourned by 7:30 p.m. with a motion from Commissioner Litschauer, which was seconded by Commissioner Bennett and unanimously carried.

Respectfully submitted:



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Tom Flynn, Chairman