

**Minutes of the Regular Meeting of the  
Board of Fire Commissioners  
Cedar Hammock Fire Control District  
July 10, 2014**

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

Chairman Dee Bennett  
Vice Chairman Steve Litschauer  
Commissioner Dan Brunner  
Commissioner Tom Flynn  
Commissioner Mike Holderness

The invocation was given by Vice Chairman Litschauer, which was followed by the Pledge of Allegiance.

Chairman Bennett confirmed a quorum present for the meeting. The meeting was properly advertised.

**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**

June 12, 2014

**Treasurer's Report**

Financials – June 2014

Check Register – June 2014

**ACTION: Vice Chairman Litschauer moved to approve the Consent Agenda.  
Commissioner Flynn seconded the motion.  
The motion passed unanimously.**

**SPECIAL BUSINESS (Chief Hoyle)**

There was no special business.

**PUBLIC COMMENTS**

There were no public comments.

**OLD BUSINESS**

**2014-2015 Budget – Draft #3**

Chief Hoyle reviewed the 2014-2015 Budget – Draft #3. The Certification of Taxable Value has been approved by the Manatee County Property Appraiser's office. Draft #3 reflects the changes in ad valorem

and non-ad valorem tax revenue. Approximately \$120,000 will be pushed into reserves. Staff was requested to develop a bullet-point presentation on the increase in millage. Chief Hoyle commented that Division Chief Lobeto is developing a five-year plan.

### **Engine and Vehicle Purchases**

Division Chief DeChelbor provided an update on the purchase of two new fire engines. The budgeted amount for the engines is \$976,000. We have prepaid a discounted \$906,000 to Pierce Manufacturing. The construction of the two engines is scheduled to take approximately eight months with expected delivery in February or March 2015. We will be installing most of the equipment ourselves to save additional funds.

## **NEW BUSINESS**

### **Fire Prevention Ordinance Draft**

Chief Hoyle presented the draft for review. We are looking to adopt the ordinance by October or November 2014. There shall be some addendums to the ordinance where the District has concerns. Commissioner Flynn requested some language changes to Section 13: Required Access for Fire Apparatus.

### **Adoption of Local Amendments to the Florida Fire Prevention Code**

Chief Hoyle asked the Commissioners to review the methodology of adoption. There are three methods contained in the exhibit. Chief Hoyle asked to consider method two. If method two is chosen, the local amendment will not sunset every three years. We will need to adopt a five-year plan focusing on personnel staffing and equipment. The plan will be evaluated yearly.

### **Fire Prevention Enforcement and Appeals Board**

Chief Hoyle stated NFPA-1 Florida Fire Prevention Code identifies an appeals process. Manatee County government did not want to include our appeals in their procedures. We are looking at possibly using the court system. Deputy Fire Marshal Center and Chief Hoyle will conduct further research and present to counsel before determining the makeup of the Board.

### **Station #1 Fuel Tank**

Division Chief DeChelbor informed the Commissioners that a policy has been purchased for pollution liability for the fuel tank located at Station #1. All violations have been addressed and the District is in compliance.

## **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 and information.*

Chief Hoyle reviewed the Chief's/Departmental Reports and summarized the contents of the reading file. He congratulated Commissioners Flynn and Holderness for running unopposed and therefore retaining their seats for another four years each. He noted the congratulatory letter in regard to Firefighter Chrisman. He

also mentioned the multi-agency LTRT rescue headed by Captain Nick Herlihy involving a woman trapped by a fallen tree.

### **COMMISSIONER'S COMMENTS**

Commissioner Brunner requested an article to be included in the Bayshore Banner.

### **NEXT MEETING DATE**

The next meeting of the Board of Fire Commissioners will be held August 14, 2014.

### **ADJOURNMENT**

**ACTION:** Vice Chairman Litschauer moved to adjourn the meeting at 6:48 p.m.  
Commissioner Flynn seconded the motion.  
The motion passed unanimously.

Respectfully submitted:



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Chairman Dee Bennett