

**Minutes of the Public Hearings
Second Reading of Ordinance 2014-11, Adopting a 5-Year Plan for
Fiscal Years 2014/2015 – 2018/2019
And
Second Reading of Ordinance 2014-12, Adopting the Cedar
Hammock Fire Control District Fire Prevention Code**

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Cedar Hammock Fire Control District
November 13, 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 Tom Flynn
Commissioner Mike Holderness

Commissioner Dan Brunner was absent with good reason.

The invocation was given by Pastor Stan Pavkovich, which was followed by the Pledge of Allegiance.

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

CONSENT AGENDA

**ACTION: Vice Chairman Litschauer moved to approve the Minutes of the October 9, 2014 Public Hearings and Regular meeting.
Commissioner Flynn seconded the motion.
The motion passed unanimously.**

SPECIAL BUSINESS

There was no Special Business.

RECESS REGULAR MEETING

The Regular Meeting of the Cedar Hammock Fire Control District was recessed at 6:01 p.m.

PUBLIC HEARING / SECOND READING OF ORDINANCE 2014-11, THE 5-YEAR PLAN FOR FISCAL YEARS 2014/2015 – 2018/2019

The Public Hearing began at 6:01 p.m.

Chairman Bennett requested verification of the Public Notice of the public hearing. The copy of the affidavit is included in the minutes.

Chief Hoyle presented the Second Reading of Ordinance 2014-11, the 5-Year Plan for Fiscal Years 2014/2015 – 2018/2019 as exhibited.

Chairman Bennett opened the public hearing for comment. There were no comments.

Chairman Bennett closed the public hearing for comments.

**ACTION: Commissioner Flynn moved to adopt Ordinance 2014-11, the 5-Year Plan for Fiscal Years 2014/2015 – 2018/2019.
Vice Chairman Litschauer seconded the motion.
The motion passed unanimously.**

PUBLIC HEARING / SECOND READING OF ORDINANCE 2014-12, THE CEDAR HAMMOCK FIRE CONTROL DISTRICT FIRE PREVENTION CODE

Chairman Bennett requested verification of the Public Notice of the public hearing. The copy of the affidavit is included in the minutes.

Chief Hoyle presented the Second Reading of Ordinance 2014-12, the Cedar Hammock Fire Control District Fire Prevention Code and marked as Exhibit 1-A and Exhibit 1-B.

Chairman Bennett opened the public hearing for comment. There were no comments.

Chairman Bennett closed the public hearing for comments.

**ACTION: Commissioner Flynn moved to adopt Ordinance 2014-12, The Cedar Hammock Fire Control District Fire Prevention Code, Exhibit 1-B, Hereinafter to be referred to as Exhibit 1.
Vice Chairman Litschauer seconded the motion.
The motion passed unanimously.**

Chairman Bennett adjourned the public hearings at 6:07 pm.

Chairman Bennett resumed the Regular Monthly Meeting.

PUBLIC COMMENTS

There were no public comments.

OLD BUSINESS

MDA Boot Drive

Division Chief Lobeto announced the total donations received as \$3,610.95, with A-Shift raising the most. He thanked Lieutenant Pritchard for organizing the event and for all staff's participation.

Next Generation 911 Update

Division Chief DeChelbor informed the Board Chief Andy Price of West Manatee Fire Rescue District will be representing the Manatee County Fire Departments. While there is nothing to report at this time, he will keep the Board apprised of any information.

NEW BUSINESS

Oath of Office

Commissioners Flynn and Holderness have signed and accepted the Oath of Office for Cedar Hammock Fire Control District Fire Commissioners - Thomas P. Flynn Seat 2 and Michael B. Holderness Seat 4.

Election of Commissioners – Board Officers 2015

ACTION: Vice Chairman Litschauer moved to rotate the 2014 Board of Fire Commissioners' roster of officers by one to elect the 2015 Board of Fire Commissioners officers as follows:

J. Stephen Litschauer	Chairman
Daniel N. Brunner	Vice Chairman
Thomas P. Flynn	Secretary/Treasurer
Michael B. Holderness	Commissioner
Diane M. Bennett	Commissioner

**Commissioner Holderness seconded the motion.
The motion passed unanimously.**

ACTION: Vice Chairman Litschauer moved to approve the 2015 Cedar Hammock Fire Control District Representatives as follows:

J. Stephen Litschauer as Manatee County Fire Commissioner's Association Representative
Michael B. Holderness as Manatee County Fire Commissioner's Association Alternate
Thomas P. Flynn as Counsel of Governments Representative
Michael B. Holderness as Counsel of Governments Alternative
Jeffrey S. Hoyle as Registered Agent
Jeffrey S. Hoyle as Records Custodian
Maggie Mooney Portale of Persson & Cohen, P.A. as Attorney – General/Legal
Mike Malfitano of Constangy, Brooks & Smith as Attorney – Employment/Personnel
Randy Dillingham of Christopher, Smith, Leonard, P.A. as Auditor
Joseph M. Soler, M.D. as Physician
Pinnacle Medical Care and Industrial Medical Management as the District's Medical Facility

Commissioner Flynn seconded the motion.
The motion passed unanimously.

New Policies – Company Inspections and Fixed Assets

ACTION: Vice Chairman Litschauer moved to adopt the Company Inspections Policy as presented.
Commissioner Holderness seconded the motion.
The motion passed unanimously.

ACTION: Commissioner Flynn moved to adopt the Fixed Assets Policy as presented.
Vice Chairman Litschauer seconded the motion.
The motion passed unanimously.

2015 Health Insurance Plan

Division Chief Lobeto requested a representative of the Board of Commissioners to act as liaison to authorize staff to procure Health Insurance within budget.

ACTION: Vice Chairman Litschauer moved that Chairman Bennett act as Board liaison in authorizing the procurement of Health Insurance.
Commissioner Flynn seconded the motion.
The motion passed unanimously.

West Manatee Fire Rescue Interlocal Agreement

Chief Hoyle presented the Interlocal Agreement between Cedar Hammock Fire Control District and West Manatee Fire and Rescue District for Fire and Emergency Medical Services.

**ACTION: Vice Chairman Litschauer moved to adopt the Interlocal Agreement between Cedar Hammock Fire Control District and West Manatee Fire and Rescue District as presented.
Commissioner Flynn seconded the motion.
The motion passed unanimously.**

User Service Fee Schedule – Resolution 2014-13

Chief Hoyle presented Resolution 2014-13 for the adoption of a uniform service fees schedule.

**ACTION: Commissioner Flynn moved to adopt Resolution 2014-13 as presented.
Vice Chairman Litschauer seconded the motion.
The motion passed unanimously.**

Legislation – Glitch Bill – Lobbyist

Chief Hoyle requested engaging the Ramba Law Group to represent Cedar Hammock Fire Control District in re-codifying the Special Act of the District.

**ACTION: Commissioner Flynn moved to authorize David E. Ramba and Alison S. Carvajal as lobbyists to represent Cedar Hammock Fire Control District before the Florida Legislature.
Vice Chairman Litschauer seconded the motion.
The motion passed unanimously.**

December Board Meeting

Chief Hoyle confirmed there is no pressing business to present in December.

**ACTION: Commissioner Flynn moved to dispense with the scheduled board meeting of December 11, 2014.
Vice Chairman Litschauer seconded the motion.
The motion passed unanimously.**

CHIEF'S REPORT

Chief Hoyle reviewed the Chief's Report and Departmental Reports.

COMMISSIONER'S COMMENTS

Commissioners congratulated Chairman Bennett on a wonderful job. Commissioners congratulated

Lieutenant Smith on completing the New York City Marathon.


NEXT MEETING DATE

January 8, 2015

ADJOURNMENT

**AC TION: Vice Chairman Litschauer moved to adjourn the meeting at 6:33 pm.
Commissioner Flynn seconded the motion.
The motion passed unanimously.**

Respectfully submitted:



Chairman Diane M. Bennett