

Minutes of the Regular Meeting of the Board of Fire Commissioners Cedar Hammock Fire Control District October 10, 2013

The meeting was called to order by Chairman Flynn at 6:00 p.m. The following Commissioners were present:
Chairman Tom Flynn
Vice Chairman Dee Bennett
Commissioner Mike Holderness
Commissioner Steve Litschauer

Commissioner Dan Brunner was absent and excused with good reason.

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

Chairman Flynn confirmed a quorum present for meeting. Administration Support Manager McCaughan confirmed 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

Regular Meeting September 12, 2013

Public Hearings September 26, 2013

Treasurer's Report

Financials – September 2013

Check Register – September 2013

Commissioner Litschauer moved to approve the Consent Agenda. Vice Chairman Bennett seconded the motion. The motion passed unanimously.

SPECIAL BUSINESS

Chief Hoyle announced the retirement of Administrative Secretary Sharon Parker for December 1, 2013. He reviewed personnel updates and the posting of the Lieutenant and the Administrative Secretary positions.

PUBLIC COMMENTS

There were no public comments.

OLD BUSINESS

Division Chief Lobeto informed the completion of Stations 2 and 3 roofs. A final draw has been requested and a check issued. The check is being held dependent upon a full release from the supplier, a final release of lien from the roofing company and a copy of the final inspection.

Division Chief Lobeto confirmed all IT upgrade phases complete.

Division Chief Lobeto stated the preliminary audit has been completed. The final audit will begin the week of November 18, 2013.

Division Chief Lobeto announced the expected completion date of November 1, 2013 for the actuarial report on the Cedar Hammock Fire Control District's Health Insurance Subsidy.

NEW BUSINESS

Chairman Flynn explained the Latin expression *nunc pro tunc* and proposed a motion to adopt the hand-written form of recording minutes.

Vice Chairman Bennett moved to adopt the hand-written form of recording minutes to be effective April 12, 2013, replacing the method of mechanically recording minutes prior to that time. Commissioner Holderness seconded the motion. The motion passed unanimously.

Chief Hoyle reviewed the advertisement of the schedule of Board Meetings for the fiscal year 2013-2014.

Discussion was held on the Light Technical Rescue Team Memorandum of Understanding. Chief Hoyle confirmed the support of the Manatee County Fire Chiefs and will be working toward a resolution to this Board where team members would designate monies for the LTRT. CHFR would administer funds. Commissioner Litschauer requested USAR runs to be recorded on the monthly report.

CHIEF'S REPORT

Chief Hoyle reviewed the Chief's Report. He announced the date for the Holiday Gathering to be held at the Courtyard Marriott Riverfront, December 6, 2013.

COMMISSIONER'S COMMENTS

Chairman Flynn reminded members that Board position nominations would be voted upon at the next meeting November 14, 2013.

NEXT MEETING DATE

November 14, 2013

ADJOURNMENT

Vice Chairman Bennett moved to adjourn the meeting at 6:26 p.m. Commissioner Litschauer seconded the motion. The motion passed unanimously.

Respectfully submitted:



Chairman Tom Flynn