



Pinellas Suncoast Fire & Rescue

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FIRE CHIEF
T. MICHAEL BURTON

MINUTES JANUARY 19, 2021 WORKSHOP AND REGULAR MEETINGS

St. Jerome Parrish Hall
10895 Hamlin Blvd., Largo, FL 33774

WORKSHOP MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

ROLL CALL: Commissioners answering roll call were Chair Joseph Bruni, Vice Chair Louis Snelling, Secretary/Treasurer Lawrence Schear, Commissioner David Gardella, and Commissioner David Ardman. A quorum was present with Chair Joseph Bruni presiding. Attorney Jeff Albinson, Chief Mike Burton, and Finance Director David Martin were also present.

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS: None.

ADJOURNMENT

The Workshop was adjourned at 6:01 p.m.

REGULAR MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA:

21-02 Accommodation for Finance Director David Martin

This item will be addressed under Action Items.

ELECTION OF BOARD OFFICERS –

Ballots were submitted to Attorney Jeff Albinson, who tallied the votes. Commissioners immediately assumed their new positions. The results were as follows:

- Commissioner Bruni retains the position of Chair (5 votes).
- Commissioner Ardman assumes the position of Vice Chair (3 votes).
- Commissioner Schear retains the position of Secretary/Treasurer (5 votes).

MONTHLY BUSINESS:

1. Approval of Minutes: December 15, 2020 Workshop and Regular Meetings

Discussion: None.

A motion to approve the minutes of the December 15, 2020 Workshop and Regular Meetings.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER ARDMAN

All in favor, motion passed unanimously.

2. Treasurer's Report: December, 2020

Discussion: Secretary/Treasurer Lawrence Schear stated balance sheet accounts have been reconciled as of December 31, 2020. Consolidated government funds, assets, and liabilities are \$4.8 million; the investment program in accordance with District policy is \$4.4 million; current liabilities are within normal end-of-month limits, at \$90,400; the capital projects fund revenues total \$2,000; two utility vehicles have been moved to a future year to provide funding for an SCBA fill station at Station 27 to replace the Squad 26 compressor, and the Squad replacement engine is not scheduled to be delivered until next fiscal year, deferring \$480,000 of the capital budget; the Hurricane Michael claim has been received in the amount of \$28,900. Income and expenditures are currently projected to be in line with the amended budget. Projected ending ratio remains slightly ahead of GASB recommendations at 26.4%, but is far less than the Commission's 45% objective. The projection does not include FEMA cost recoveries for Hurricane Sally, Hurricane Eta, COVID-19, or the COVID CARES Act.

A motion to approve the December, 2020 Treasurer's Report.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

**A motion was made and seconded.
All in favor, motion passed unanimously.**

3. Correspondence: Secretary/Treasurer Lawrence Schear discussed the course available for Commissioners through FASD and identified Fred Crawford as the contact. Chair Joseph Bruni instructed Commissioners to let Kim Fugate know if they are interested in attending.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Chair Joseph Bruni stated that former Fire Chief Sal D'Angelo is applying for a Fire Chief position at the Greater Naples Fire District and has listed PSFRD personnel as references.

Vice Chair David Ardman stated that he has found two more requests for qualifications he would like to share with the Commission from Fort Myers Beach and Tallahassee departments. He stated he will send to administration to share with Commission members.

2. **ATTORNEY:** Mr. Albinson requested from the Commission a change to his hourly rate as legal counsel for the District. Mr. Albinson has traditionally charged the District at 60% rounded down from his regular rate. The District's hourly rate has been \$195 per hour for over a decade; Mr. Albinson's current standard hourly rate is \$425 per hour. Mr. Albinson stated that he has spoken with Chief Burton and Mr. Martin and is asking for an increase to \$230 per hour. Mr. Martin added that this amount is very reasonable, and added that Mr. Albinson gives the District a significant amount of time for free regularly.

A motion to increase Attorney Jeff Albinson's hourly rate for PSFRD business from \$195 per hour to \$230 per hour, effective February 1, 2021.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER ARDMAN

**A motion was made and seconded.
All in favor, motion passed unanimously.**

3. **CHIEF'S REPORT:** Chief Burton stated that he agrees with the increase for Attorney Jeff Albinson. Chief Burton stated that there is currently a District Chief vacancy, which will create a Lieutenant vacancy when filled. Promotional process announcements have gone out. The process is set to be completed in April, and St. Jerome is providing a space for all testing which will be conducted by an outside firm.

Chief Burton stated that the District did receive a return on its request for recovery of Hurricane Michael costs. All employees received a \$675 bonus in December.

The Chief stated that Crabby Bill's restaurant experienced what could have been a much more significant fire over the weekend. He stated that good work was performed by District crews as well as outside agencies. He added that the fire was in the attic, and a newer employee who had previously worked at Crabby Bill's for eight years knew exactly how to access the fire. Chair Bruni asked the Chief to let him know if Matt Loder needs anything, and suggested a commendation for the aforementioned firefighter.

ACTION ITEMS:

21-02 Accommodation for Finance Director David Martin

Discussion: Vice Chair David Ardman asked the Board to consider and adopt an accommodation for Finance Director David Martin in the form of a bonus payment in the amount of \$3,000 for his tireless work associated with his efforts made to get reimbursed for the incredible

amount of expenditures related to storm activity and the COVID-19 pandemic.

A motion to approve a bonus in the amount of \$3,000 for Finance Director David Martin.

MOTION: COMMISSIONER ARDMAN SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

Chair Bruni added that Mr. Martin does a great job for the District and regularly goes above and beyond. Mr. Martin thanked the Commission. He added that CARES Act funding was approved and the District will receive \$338,000. The company performing the check-off process asked Mr. Martin if he would be interested in teaching a class on the subject. Mr. Martin stated that a bill was passed on December 27th that mirrors the CARES Act and continues coverage through December 31, 2021, all based on municipal funds. If Pinellas County receives more funding through this new bill, the District may be reimbursed for the remaining amount of the original \$442,000 claim. Mr. Martin also stated that documents for reimbursement for Hurricane Sally have been submitted and are under review by the Fire Marshal currently. He expects reimbursement will take just as long as Hurricane Michael. He stated that he had also submitted documentation for Hurricane ETA, but only EOC overtime would be approved and the claim is just under \$3,300, so he has asked them to withdraw the claim and will concentrate on additional COVID-19 reimbursement. Mr. Albinson discussed FEMA declining funding to the Virginia military, state military, and state police.

21-01 Shade Session

The shade session [regarding an employee grievance issue] began at 6:31 p.m. and ended at 7:19 p.m.

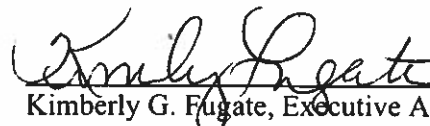
There being no further business to come before the Board, the meeting was adjourned in due form at 7:21 p.m.

APPROVED:



Joseph V. Bruni, Chair

ATTEST:



Kimberly G. Fugate, Executive Assistant

2/16/21

Date Approved