



Pinellas Suncoast Fire & Rescue

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FIRE CHIEF
T. MICHAEL BURTON

**MINUTES
JUNE 15, 2021
WORKSHOP AND REGULAR MEETINGS**

**Belleair Beach City Hall
444 Causeway Blvd., Belleair Beach, FL 33786**

**WORKSHOP MEETING CALLED TO ORDER
PLEDGE OF ALLEGIANCE**

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

ADDITIONS OR DELETIONS: None.

OATHS OF OFFICE (Newly Promoted Officers) – Newly promoted officers District Chief Christopher Bodine, District Chief Todd Best, Lieutenant Brandon Anderson, and Lieutenant Matthew Zeiner took their Oaths of Office.

OATHS OF OFFICE (Firefighters) – Firefighters John Webber, Logan Emry, and Spencer Finkhousen took their Oaths of Office.

SERVICE PINS – Fire Chief Mike Burton recognized Lieutenant Brandon Anderson, Firefighter Robert Lawson, and Firefighter Matthew Tomilonus for five years of service, and Lieutenant Todd Grantham for 20 years of service.

SPECIAL RECOGNITION – Fire Chief Mike Burton recognized District Chief Robert Williams for successfully earning his Master's Degree.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS:

21-09 Comprehensive Annual Financial Report (CAFR) Presentation

Discussion: Finance Director David Martin presented the Comprehensive Annual Financial Report to the Commission. (Voted on as Action Item during Regular Meeting.)

21-10 Fire Chief Annual Evaluation

Discussion: Chair Joseph Bruni stated that all Commissioners have received an email containing information regarding the evaluation for Chief Burton, and the deadline to return the evaluation is July 1st.

ADJOURNMENT – The Workshop was adjourned at 6:49 p.m.

REGULAR MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA:

21-09 Comprehensive Annual Financial Report (CAFR) Presentation

MONTHLY BUSINESS:

1. Approval of Minutes: May 18, 2021 Workshop and Regular Meetings

Discussion: None.

A motion to approve the minutes of the May 18, 2021 Workshop and Regular Meetings with the identified corrections.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer's Report: May, 2021

Discussion: Secretary/Treasurer Lawrence Schear stated balance sheet accounts have been reconciled as of May 31, 2021. Consolidated government funds, assets, and liabilities are \$4.3 million; the investment program in accordance with District policy is \$4.1 million; current liabilities are within normal end-of-month limits, at \$105,800; the capital projects fund revenues total \$84,600; the new E-26 is still scheduled for a December delivery. The remaining capital purchase plan for the fiscal year includes an air compressor for Station 27, one utility vehicle (PS-900), and two apparatus support vehicles (DC-27 & PS-600). 71% of the PS-600 replacement vehicle cost will be funded by EMS. General fund cost recoveries include \$28,900 for Hurricane Michael and \$338,400 for COVID-19. Total operating costs are projected to be \$26.6k (0.7%) less than the amended budget due to the County Vaccinator Program. Projected ending ratio remains slightly ahead of GASB recommendations at 17.7%, but is far less than the Commission's 45%

objective. The projection does not include FEMA cost recoveries for Hurricane Sally.

A motion to approve the May, 2021 Treasurer's Report.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Commissioner Schear stated that he witnessed PSFRD personnel on scene of an incident earlier that morning. Chief Burton clarified that it was the District Chief and himself providing blocking services for Duke Energy personnel who were rescuing an osprey.

Vice Chair Ardman submitted an RFP via email, prior to the meeting, which was provided to all Commissioners as his report for the month.

2. **ATTORNEY:** Mr. Albinson stated that a previously discussed employment matter has been resolved. Mr. Albinson stated that there is, however, a new employment issue which involves a fairly new employee (complainant) and a fairly newly promoted employee. He stated that there is a CV in the agenda packet for Attorney Craig Berman, and explained that he is suggesting that the District hire Mr. Berman as independent counsel from the outside to both guide the District throughout the process and conduct the factual investigation in an effort to offer advice and come to a resolution. Mr. Albinson provided background information on Mr. Berman. Mr. Albinson stated that Mr. Berman will provide services at a discounted rate of \$250 per hour. Discussion ensued. Mr. Albinson provided clarification on questions from Commissioners. (See Action Item 21-13 for motion.)

3. **CHIEF'S REPORT:** Chief Burton stated that he met with County Commissioner Peters recently for nearly two hours, during which time they discussed a variety of topics, such as construction ion projects, Penny for Pinellas money, the District's funding struggles, and charter changes and review processes.

Chief Burton announced that Finance Director David Martin has officially shared that he plans to retire in January 2022, with his last active month being in the early part of December, and using accumulated paid time off until January. Chief Burton and the Commissioners wished the very best for Mr. Martin.

ACTION ITEMS:

21-09 Comprehensive Annual Financial Report (CAFR) Presentation

Discussion: (As presented during the Workshop.)

A motion to approve the Comprehensive Annual Financial Report.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

**21-11 FY2020/21 Budget Amendment #2
(Resolution 2021-02)**

Discussion: Attorney Jeff Albinson read Resolution 2021-02 in its entirety.

A motion to adopt Resolution 2021-02.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

21-12 Budget Meeting Dates

Discussion: Chair Bruni stated Ms. Fugate sent proposed dates for the September budget meetings. There was a consensus among the Board to schedule the budget meetings for September 8, 2021 and September 22, 2021.

21-13 Employment Matter – Hire Attorney Craig Berman, Esq.

Discussion: (Took place during Attorney's report.)

**A motion to hire Craig Berman under the advice of the District's attorney to
conduct the employment matter investigation.**

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

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

APPROVED:



Joseph V. Bruni, Chair

ATTEST:



Kimberly G. Fugate, Executive Assistant


7/20/21

Date Approved