



Pinellas Suncoast Fire & Rescue

**304 FIRST STREET
INDIAN ROCKS BEACH, FLORIDA 33785-2587**

**(727) 595-1117 FAX: (727) 595-5879
www.psfrd.org**

**FIRE CHIEF
T. MICHAEL BURTON**

**MINUTES
NOVEMBER 19, 2019
WORKSHOP AND REGULAR MEETINGS**

**Held at Bellair Beach City Hall
444 Causeway Boulevard, Belleair Beach, FL 33786**

**WORKSHOP MEETING CALLED TO ORDER AT 6:00 p.m.
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 Joe Bruni presiding. Attorney Jeff Albinson, Assistant Chief John Mortellite, and Finance Director David Martin were also present. Fire Chief Mike Burton was excused.

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS: None.

ADJOURNMENT

The meeting was adjourned at 6:02 p.m.

REGULAR MEETING CALLED TO ORDER AT 6:02 p.m.

ELECTION OF BOARD OFFICERS – Each Commissioner submitted a paper ballot for each Board position, and Attorney Jeff Albinson tallied the votes. Each Commissioner currently in the position kept their current position: Chair Joseph Bruni, Vice Chair Louis Snelling, and Secretary/Treasurer Lawrence Schear.

ADDITIONS OR DELETIONS TO AGENDA:

**19-35 FY2019/2020 Budget Amendment #1
(Resolution 2019-08)**

Finance Director

MONTHLY BUSINESS:

1. Approval of Minutes: October 15, 2019 Workshop and Regular Meetings

Discussion: No discussion.

A motion to approve the minutes of the October 15, 2019 Workshop and Regular Meetings.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer's Report: October 2019

Discussion: Secretary/Treasurer Schear stated all balance sheet accounts have been reconciled as of October 31, 2019. Consolidated government funds, assets, and liabilities are \$1.9 million; the investment program in accordance with District policy is \$1.6 million; current liabilities are within normal end-of-month limits at \$97,500; the capital projects fund revenues total \$3.4 thousand; general fund revenues are in line with the adopted budget, with the exception of the marine funding received in October. Additionally, Pinellas County made the decision to not fund the new ladder truck, contrary to the lawsuit settlement; therefore, the reserve ratio remains slightly ahead of GASB recommendations at 22.2%. The reserves depleted during the last ten years remain to be of concern. See detailed Financial Report for further details.

A motion to approve the October, 2019 Treasurer's Report.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER GARDELLA

All in favor, motion passed unanimously.

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Commissioner Schear reported that the Indian Shores Property Owners' Association has changed their meeting time to accommodate PSFRD's new meeting time of 6:00 p.m., so the Commission meetings can still take place at the Indian Shores Municipal Building.

Commissioner Ardman thanked Dave Martin for dedicating time to review the financial report with him. He reported that he and Chief Burton participated in the recent Indian Rocks Beach fireworks task force meeting. The group discussed developing an educational campaign to help people become more aware of the laws regarding fireworks. Commissioner Ardman also mentioned that he found an RFQ from Pasco County for professional services related to the design of fire stations, which he stated he will send to Ms. Fugate electronically to distribute.

2. **ATTORNEY:** Attorney Albinson stated that he has been working with Chief Burton recently to update the District's tobacco policy to be compliant with new Florida law regarding vaping and the Florida Clean Indoor Art Act.

Mr. Albinson also mentioned that the District has collected \$800 in restitution so far for damage to the truck in the crash and explained the delay in receiving the payments.

3. CHIEF’S REPORT: Assistant Chief John Mortellite explained that Chief Burton is currently in Phoenix participating in a planning session for the International Association of Fire Chiefs, but he did provide a printed report. First, Chief Burton recently attended the Indian Rocks Beach fireworks meeting and the City is wishing to make Indian Rocks Beach a fireworks-free city within two years. Chief Burton is also working with Indian Rocks Beach officials to better address the evolution of single-family homes being transformed into transient public lodging facilities and the associated fire code issues.

Assistant Chief Mortellite stated that a guest speaker attended the most recent quarterly Officers’ Meeting who shared his mental health struggles in his career and his successful story with proper treatment.

Assistant Chief Mortellite stated that the ladder truck is scheduled to be put in service Saturday, November 23rd, but there will be a week or two of c trials before the District holds the push back ceremony.

Last Friday, he explained, Chief Burton attended the Florida Fallen Firefighter Memorial Service at the Florida State Fire College in Ocala.

In March 2019, the Commission authorized Chief Burton to enter into the growth management plan with Pinellas County. That agreement has since been signed, and will be on the Board of County Commissioners agenda for December 10, 2019, and the intention is a January 2020 implementation.

Assistant Chief Mortellite also read that, due to the additional revenue from the referendum, station maintenance and improvement projects have begun, to include day room upgrades for Station 27, as well as the beginning stages of HVAC system improvements for Station 28.

Chief Mortellite stated that the District will be supporting the Town of Indian Shores at their annual tree lighting event on December 2nd. He also discussed that the rescue boat has been delivered and is being outfitted. The fire boat should be delivered around the first of December. Commissioner Schear asked if the ladder truck will be at the tree lighting ceremony, to which Chief Mortellite stated he believed the Mayor asked for a smaller vehicle, but he would be happy to have it there and will look further into it.

ACTION ITEMS:

19-32 Commission Meeting Time (Location Discrepancy)

Discussion: Assistant Chief Mortellite stated that this is no longer a discrepancy due to Commissioner Schear’s information about the meeting time changes at Indian Shores.

19-33 Fire Chief Job Description

Discussion: Assistant Chief Mortellite stated that Chief Burton updated the Fire Chief job description and wishes for the Commission to review and approve it. It was agreed to table the discussion until December when the Chief returns.

REMARKS FROM THE AUDIENCE:

Kelly Cisarik – 448 Harbor Drive South – Ms. Cisarik inquired as to the changes regarding the Bachelor’s Degree requirement. Chair Joe Bruni explained educational requirements are typically given specific dates to give interested parties time to meet them. Chair Bruni also confirmed that Chief Burton currently holds a Master’s Degree.

19-34 Fire Chief Employment Agreement

Discussion: Commissioner Schear stated, in Article 5 on annual physicals, section “J” should be eliminated and added to “F.” Mr. Martin clarified that it was in the original contract, but “F” is redundant since “J” already includes it, so the Chief was wishing to strike it out. Commissioner Gardella asked if the salary identified is the same salary which began in October, which Chair Bruni confirmed it was.

Chair Joe Bruni explained, regarding professional development, Chief Burton is involved with many different fire service organizations, and would like the time to be able to attend related conferences, functions, etc. If he were to receive any financial payment, he would pay it back to the District. Mr. Martin clarified there is no cost incurred by the District, as all travel expenditures are covered by the organizations.

A motion to accept the Fire Chief’s Employment Agreement as presented.

MOTION: COMMISSIONER ARDMAN

SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

**19-35 FY2019/2020 Budget Amendment #1
(Resolution 2019-08)**

[Note: This item was completed immediately following the election of Board officers.]

Discussion: Mr. Martin stated that this budget amendment is the same as the budget amendment and resolution presented to the Board at the end of last year for the purchase of the replacement rescue marine and fire boat, both of which are being funded by the County. He explained that the District did not receive the money before the closing of the books last fiscal year, but did receive it in this fiscal year, and the amendment is necessary for legal appropriation of the acquisition.

Mr. Albinson read Resolution 2019-08 in its entirety. He mentioned there was a typo which he corrected on the original document.

A motion to approve to adopt FY2019/2020 Budget Amendment #1, Resolution 2019-08.

MOTION: COMMISSIONER SCHEAR

SECOND: COMMISSIONER ARDMAN

All in favor, motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned in due form at 6:33 p.m.

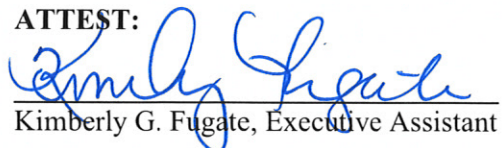
APPROVED:



Joseph V. Bruni, Chair
12/17/19

Date Approved

ATTEST:



Kimberly G. Fugate, Executive Assistant