



Pinellas Suncoast Fire & Rescue

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FIRE CHIEF
T. MICHAEL BURTON

**MINUTES
FEBRUARY 18, 2020
WORKSHOP AND REGULAR MEETINGS**

**Held at Indian Shores Municipal Building
19305 Gulf Blvd., 4th Floor, Indian Shores, FL 33785**

**WORKSHOP MEETING CALLED TO ORDER AT 6:06 p.m.
PLEDGE OF ALLEGIANCE**

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

ADDITIONS OR DELETIONS: None.

SERVICE PIN AWARD – Chief Burton recognized Lieutenant Todd Best for 15 years of dedicated service to the District.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS:

20-05 Short Term Rentals

Discussion: Chief Burton stated that he has met with officials from Belleair Beach and Indian Rocks Beach on the status of short-term vacation rentals. The District believes it has a responsibility to inspect those facilities according to State Statute, and it would be the only situation in which a fire department in Florida is authorized to inspect one- or two-family dwellings. A property is considered to be a short-term rental if it is rented more than three times per year for less than 30 days, as it is then classified as a transient public lodging establishment. The District is currently working through the mechanics, and once he has a better idea of the legislation's stand on it, Chief Burton stated that he will explain the District's responsibility, how it will be carried out, and a fee schedule to the Board. Commissioner Gardella stated that he believes Belleair Beach has a local ordinance which allows a property to only be rented up to two times per year. Chief Burton confirmed that the majority will be within Indian Rocks Beach. Chief Burton stated that staff should be able to keep up with the increased workload; however, enforcement power is

limited, which is why it will be important for local city ordinances to include a tool for the District to work with. He added that the current fee schedule for commercial properties is based on square footage and complexity, but also needs to be updated.

ADJOURNMENT

The workshop was adjourned at 6:16 p.m.

REGULAR MEETING CALLED TO ORDER AT 6:16 p.m.

ADDITIONS OR DELETIONS TO AGENDA: None.

MONTHLY BUSINESS:

1. Approval of Minutes: January 21, 2020 Workshop and Regular Meetings

Discussion: No discussion.

A motion to approve the minutes of the January 21, 2020 Workshop and Regular Meetings.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER ARDMAN

All in favor, motion passed unanimously.

2. Treasurer's Report: January, 2020

Discussion: Secretary/Treasurer Schear stated all balance sheet accounts have been reconciled as of January 31, 2020. Consolidated government funds, assets, and liabilities are \$4.5 million; the investment program in accordance with District policy is \$4.3 million; current liabilities are within normal end-of-month limits at \$125,000; the capital projects fund revenues total \$3.4 thousand; general fund revenues are in line with the adopted budget, with the exception of the CME pass-through funding; due to realigning the capital plan for the fiscal year, the reserve ratio remains slightly ahead of GASB recommendations at 23.6%. The funding loss due to the County has caused severe funding challenges, and the District must find other sources of revenue. See detailed Financial Report for further details.

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

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

3. Correspondence: Secretary/Treasurer Larry Schear read a letter of appreciation from Nancy Obarski regarding a medical call response for her husband on January 30, 2020, a letter of appreciation from another citizen, as well as a letter regarding an event held by the Sheriff's Police Athletic League.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Commissioner Ardman gave an update from Indian Rocks Beach Public Services Director Dean Scharmen regarding Gulf Blvd. and Walsingham: One project involves Duke pulling new conducting lines and newly constructed conduits, and the other is an FDOT drainage project. He added that the flashing light alternating traffic system ended on Friday but there will still be some lane shifts and other issues. He stated that Mr. Scharmen will be in touch with Assistant Chief Mortellite to update him on the sewer project. Commissioner Ardman thanked Chief Burton for providing him with information for the Indian Rocks Beach Commission Meeting.

2. **ATTORNEY:** Attorney Albinson stated that last month he informed the Board that there was an EEOC complaint filed. Without the District needing to respond, the EEOC dismissed the complaint.

Mr. Albinson stated that he has reviewed the interlocal agreement for Action Item 20-07 and has no issues with it. He added that he and Chief Burton continue to work on revisions and drafts of SOPs for the purpose of bringing items up to date and streamlining language.

3. **CHIEF'S REPORT:** Chief Burton stated that he made adjustments to the gift policy and it was distributed today. He stated he will ensure Ms. Fugate sends the policy to the Commission as it also applies to elected officials.

Last week, Chief Burton explained that he represented the District for a ceremony at the Fire and EMS Building for its dedication to John Morrioni, and the building is now called the Morrioni Center.

Regarding the previously mentioned drainage project, Chief Burton has been informed it is a 600-day project. Throughout all of the projects taking place, contractors have been very accommodating to emergency responses.

The District will be deferring some vehicle replacements planned for this year due to the County not funding Truck 28. These deferrals should not have any ill-effect on the District. There is currently an internal committee working on the replacement for the Indian Shores fire apparatus, and Chief Burton stated that he has challenged them to make a recommendation on a needs assessment, not simply replacing it with a similar vehicle.

The District has moved forward with a new software program called PSTrax, which will streamline many of the daily activities and replace the current paper-driven, inefficient system in place.

Chief Burton stated that the first stage of the Optima study has been completed. He discussed that the District cannot immediately afford to replace all stations of course, but it will assist in developing a longer-range plan. The report identified that the District requires three stations, and recommends moving Station 26 to the 195 and 197 block range, moving Station 27 to the north in the area of 20th Avenue, and moving Station 28 north and west in the general vicinity of the 4H property on Hamlin Boulevard near St. Jerome's. Once it has been determined this is the right move for Station 28, Chief Burton stated that he will begin speaking with County real estate staff regarding the 4H property. He added that one of the properties is within the city limits of Largo, next to the VFW on Walsingham, and that the plan is to build the administrative offices on the mainland.

Chief Burton stated that for future meetings he would like to re-institute the swearing in and oaths of offices for officers and new members. He stated that he did not realize it was previously a custom and that there are four employees who have been missed.

Chief Burton stated that, regarding water rescue improvements, the District is just waiting on the boat lift. He explained that Pinellas County has an Environmental Management Department which first must approve any construction in a navigable waterway.

Chair Joe Bruni asked about Penny 4 money; Chief Burton stated that County staff has indicated

that the District's odds will increase if all of its constituent cities on board, and a resolution is adopted along with a long-range plan.

ACTION ITEMS:

20-06 Public Facilities Annual Notice of Change

Discussion: Fire Chief Burton stated this is the required annual update of the District's public facilities. There was a consensus among the Board members.

20-07 Interlocal Agreement with Pinellas County on Impact Fee Collection

Discussion: Fire Chief Burton discussed the struggles with the District collecting impact fees. He has learned that East Lake Fire reached an agreement with Pinellas County in which the County collects their impact fees when issuing building permits for a fee of \$1.02 per transaction. Chief Burton explained that he is proposing the District enter into the same arrangement for its unincorporated areas, and for the cities if they begin contracting with Pinellas County for building permit services.

A motion to enter into interlocal agreement with Pinellas County for the purpose of collecting impact fees.

MOTION: COMMISSIONER ARDMAN

SECOND: COMMISSIONER GARDELLA

All in favor, motion passed unanimously.

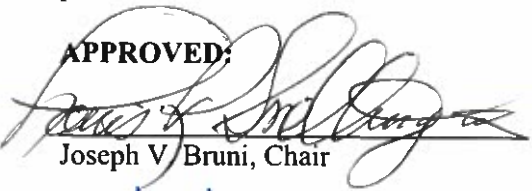
20-08 Collective Bargaining Agreement Reopener and Assignment of Negotiator

Discussion: Chief Burton explained that the Collective Bargaining Agreement executed in October includes an article which states that, by July, a reopener would take place that is limited to four topics: wages, healthcare costs, consideration for a driver engineer position, and consideration for incentive pay for the Life Fire Training Instructor certification. Chief Burton stated that if the Board wishes for him to be the negotiator again for the District, he will work with the Bargaining Unit to set dates and then come back to the Board for a shade session for instruction on how to proceed. Secretary/Treasurer Schear suggested Chief Burton be the negotiator for the District; there was consensus among the Board members.

REMARKS FROM THE AUDIENCE: None.

There being no further business to come before the Board, the meeting was adjourned in due form at 6:46 p.m.

APPROVED:


Joseph V. Bruni, Chair

6/16/2020
Date Approved

(Lou Snelling, Vice Chair)

ATTEST:


Kimberly G. Fugate, Executive Assistant