



Pinellas Suncoast Fire & Rescue

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FIRE CHIEF
JEFFREY DAVIDSON

MINUTES OCTOBER 18, 2022 WORKSHOP AND REGULAR MEETINGS

Belleair Beach City Hall
444 Causeway Boulevard
Belleair Beach, FL 33786

WORKSHOP CALLED TO ORDER PLEDGE OF ALLEGIANCE

ROLL CALL: Commissioners answering roll call were Vice Chair Louis Snelling, Secretary/Treasurer Lawrence Schear, and Commissioner Betsey McKenna. A quorum was present with Vice Chair Louis Snelling presiding. Attorney Jeff Albinson, Deputy Chief John Mortellite, and Finance Director Erin Brooks were also present. Chair Joseph Bruni and Fire Chief Jeffrey Davidson were excused; Commissioner Gardella was absent.

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS:

22-18 Generator Grant – Invitation to Bid

Fire Chief

Discussion: Deputy Chief John Mortellite stated that the publicly noticed deadline to receive sealed bids for this project is October 21, 2022. An additional public notice has been published advertising the public meeting to open the sealed bids, which will take place on October 24, 2022 at 3:30 p.m. No bids have been received yet.

22-22 Medical Direction Service Agreement

Fire Chief

Discussion: Deputy Chief John Mortellite stated that the Medical Director has signed a new five-year agreement with Pinellas County, which was approved by the Board of County Commissioners on September 8, 2022. The agreement identifies his responsibilities with the County and the EMS system. Chief Mortellite confirmed that the Medical Director is still Dr. Angus Jameson.

22-23 Collective Bargaining Agreement Extension

Fire Chief

Discussion: Deputy Chief John Mortellite stated that the current Collective Bargaining Agreement (CBA) expired on September 30, 2022. Chief Davidson met with the Union and the parties have agreed to the automatic 90-day extension afforded in the CBA and plan to begin negotiations after the referendum.

22-24 Declared Surplus Property

Finance Director

Discussion: Finance Director Erin Brooks stated that she would like to begin regularly publicly announcing vehicles and equipment that the District is declaring as surplus. Finance Director Brooks state that the following apparatus and equipment have officially been declared as surplus:

2001 Freightliner Squad (old Squad 26). This vehicle will be posted on the GovDeals website for sale.

2004 Wells Cargo trailer. The trailer has been listed for sale on the District’s website.

1995 Marine unit (old Marine 27). The boat has been at the consignment dealer; no further action has been taken at this time.

Attorney Jeff Albinson stated that the trailer mentioned was originally donated to the District some time ago and is in dire need of significant repair. He explained that the Union has requested that the trailer be donated to them to help with their community outreach efforts. Attorney Albinson stated that he felt it was appropriate to first make it available to the public by discussing in a public meeting and advertising on the District’s website. Vice Chair Snelling stated that, since the trailer was donated and has no further value to the District, he believes it should be donated to the Union. Commissioners Schear and McKenna agreed. District Administrator Kimberly Fugate stated that the notice of sale closes this Friday.

ADJOURNMENT

The Workshop was adjourned at 6:23 p.m.

REGULAR MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA:

22-24 Trailer Donation to Union

MONTHLY BUSINESS:

1. Approval of Minutes: September 30, 2022, Budget, Workshop, and Regular Meetings

Discussion: None.

A motion to approve the minutes of the September 30, 2022 Budget, Workshop, and Regular Meetings.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

2. Treasurer’s Report: September, 2022

Discussion: Secretary/Treasurer Schear stated all balance sheet accounts have been reconciled. Consolidated government funds assets and liabilities are \$2.64 million. The investment program is in accordance with policy at \$2.37 million. The Florida SAFE investment pool is currently earning 237.1 basis points. Current liabilities are within normal limits at this time of year consisting of \$111,000 accounts payable and \$196,000 accrued payroll expenses. The payroll accrual includes overtime caused by Hurricane Ian that we expect to be reimbursed 100% by FEMA. The capital projects fund year to date impact fee revenues total \$29,000. The general fund is within the adopted budget. The estimated ending FY2021/2022 Unassigned Fund Balance to Operating Expense ratio is 18.8%. GFOA’s recommended ratio is 17%. The positive variance compared to earlier projections is mainly due to the adjustments made to the capital plan.

A motion to approve the September, 2022 Treasurer’s Report.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. COMMISSION: No reports.

2. ATTORNEY: Attorney Jeff Albinson stated that his report is related to Action Item 22-21. He explained that the current Chair, Joseph Bruni, had tendered a letter of resignation that was effective beginning the day after the election. He explained that this letter was ultimately unnecessary, as he did not make himself eligible for the election, so his elected term ends on election day. Attorney Albinson also explained that no person applied for or became eligible to be a candidate for Seat 4 for the election, which means that seat will be vacant the day after the election. Attorney Albinson stated that he believes the Commission should declare the seat vacant, and the remaining Commissioners should, according to the District Charter and State law, then appoint a successor to fill the seat until the next general election in November 2024. Attorney Albinson stated that he understands the intent of Chair Bruni’s letter was to inform the Commission that he did not intend to re-qualify for the seat during the next election.

3. **CHIEF'S REPORT:** [The Chief's report was missed due to a segway from the Attorney's Report into Action Item 22-21.]

ACTION ITEMS:

22-21 Commission Seat 4

Attorney/Chair

Discussion: [One candidate was present to interview – Heather Koskinas.] Vice Chair Louis Snelling introduced the Board and asked Mrs. Koskinas ten interview questions.

A motion finding that no candidate has qualified for the election and, therefore, beginning November 9, 2022, the Seat 4 position will be vacant.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

Kelly Cisarik – Ms. Cisarik inquired as to whether the position was advertised in a newspaper of general circulation. District Administrator Kimberly Fugate confirmed that it was advertised in the Tampa Bay Times on September 14, 2022 in accordance with State Statute and was also advertised on the District's website on the same day, where it remained for approximately three weeks.

Attorney Albinson explained to the Commission that the two options available are to leave a vacancy on Board or appoint a candidate.

A motion to appoint Heather Koskinas to the Seat 4 position which becomes vacant as of 12:01 a.m. on November 9, 2022.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

22-24 Trailer Donation to Union

Discussion: No further discussion.

A motion to donate the trailer to the Union if no member of the public makes an offer by the deadline.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

22-25 Financial Auditing Services RFP

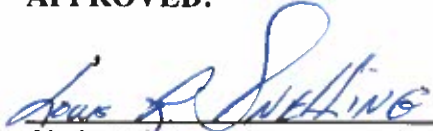
Finance Director

Discussion: Finance Director Erin Brooks stated that she had hoped to have an actionable item

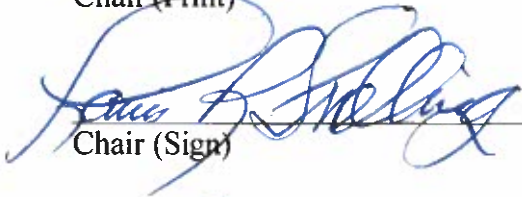
by this meeting but does not yet at this time. She explained that the situation is that the District had a three-year agreement for audit services with the firm Saltmarsh, Cleaveland, and Gunn that expired as of the last audit. Mrs. Brooks stated that she is still waiting to see if they intend to offer the District a renewal contract or if the District will need to begin an RFP process.

There being no further business to come before the Board, the meeting was adjourned in due form at 7:00 p.m.

APPROVED:



Chair (Print)



Chair (Sign)



Date Approved

ATTEST:



Kimberly G. Fugate, District Administrator