

**OCEAN CITY-WRIGHT BOARD OF FIRE
COMMISSIONERS
OCTOBER 6, 2016
MEETING AGENDA
5:30 P.M.**

**TRAINING ROOM---OCEAN CITY-WRIGHT FIRE DEPARTMENT
Open to the Public**

- 1. Pledge of Allegiance**
- 2. Approve Agenda**
- 3. Approval of the September 1, 2016 Regular Meeting Minutes**
- 4. Approval of the September 8, 2016 Tentative Budget Hearing**
- 5. Approval of the September 14, 2016 Special Hearing Minutes**
- 6. Approval of the September 22, Final Budget Hearing Minutes**
- 7. Public Comments**
- 8. Acceptance of the August 31, 2016 Financials**

- 9. BUSINESS:**
 - A. Appraisal for current Station One building**
 - B. Authorization to advertise for Public Hearing to consider approval of revisions to policy OCW 1.7 entitled Smoking.**
 - C. Approve sole source Smith Detection for Chemical Identifier**
 - D. Approval of expenditure to move traffic system – John Johnston**

- 10. DISCUSSION**
 - A. Funchess Grievance**

- 11. ADJOURNMENT**

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- 11. ADJOURNMENT**

Ocean City-Wright Fire Control District
Board of Fire Commissioners
Regular Meeting Minutes
September 1, 2016

The regular meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Chairman Robert Jankowski at 5:30 P.M. in the training room of the Ocean City-Wright Fire Department.

Pledge of Allegiance

Roll Call

PRESENT: Chairman Robert Jankowski, Vice Chairman Aaron Brown, Secretary/Treasurer John Johnston, Commissioners Mike Urenda and Mark Baugh, Attorney Jeff McInnis, Fire Chief Billy Lord, Deputy Chief Scott Funchess, and Office Administrator Jennifer Benedict.

Approval of Agenda

MOTION: Commissioner Urenda
SECOND: Vice Chairman Brown
VOTE: Unanimously Approved

Approval of the August 4, 2016 Meeting Minutes

MOTION: Vice Chairman Brown
SECOND: Commissioner Urenda
VOTE: Unanimously Approved

Public Comments

No Comments

Acceptance of the July 31, 2016 Financials

MOTION: Vice Chairman Brown
SECOND: Secretary/Treasurer Johnston
DISCUSSION: Chairman Jankowski asked for clarification on line item balances.
VOTE: Unanimously Approved

Business

Appointment of Bid Committee

Chairman Jankowski appointed Commissioner - Secretary/Treasurer John Johnston, Chief Billy Lord, and Deputy Chief Bundrick to serve on the committee to open the bids for the chemical identifier. The bids are due September 30, 2016 at 15:00 CST.

Approve Extended Warranty for MSA Safesite

A motion was made to approve the warranty for the MSA Safesite.

MOTION: Commissioner Baugh
SECOND: Commissioner Urenda
VOTE: Unanimously Approved

Acceptance of the Firefighter's Pension Trust Fund Budget

A motion was made to accept the Firefighter's Pension Trust fund Budget

MOTION: Commissioner Baugh
SECOND: Commissioner Urenda
DISCUSSION: Commissioner Baugh had questions to the Administration Line item; however no one from the pension board was present to answer the question.
VOTE: 3 Ayes, 1 No by Commissioner Baugh.

Change Order 4

A motion was made to approve Change order #4.

MOTION: Vice Chairman Brown
SECOND: Secretary/Treasurer Johnston
VOTE: Unanimously Approved

DISCUSSION

New Station One

Commissioner Johnston provided an update on the construction of Station One. Lord & Son is still on schedule. He welcomed anyone to stop by during the work hours of 06:30-15:30 to tour the progress.

Budget

Date and time of tentative and final budget meetings were reviewed to remind Commissioners to attend.

Investigation

Jeff McInnis requested permission to hold a special meeting be held Wednesday, September 14th, at 17:00 in order to receive determination of investigation. Mr. Bonfanti will present the findings to the board.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 5:59 p.m.

Robert Jankowski
Chairman

John Johnston
Secretary/Treasurer

Ocean City-Wright Fire Control District
Board of Fire Commissioners
Tentative Budget Hearing
Thursday, September 8, 2016

The Tentative Budget Hearing of the Ocean City-Wright Board of Fire Commissioners was called to order by Chairman Robert Jankowski at 5:01 P.M. in the training room of the Ocean City-Wright Fire Department.

Pledge of Allegiance

Roll Call

PRESENT: Chairman, Robert Jankowski, Vice Chairman, Aaron Brown, Secretary/Treasurer, John Johnston, Commissioner, Mark Baugh, Attorney, Jeff McInnis, Fire Chief, Billy Lord, and Financial Administrator, Linda Scott

ABSENT: Mike Urenda

PUBLIC ATTENDANCE: Dave Perisot & Antonio Brum

Approval of Agenda

MOTION: Secretary/Treasurer Johnston
SECOND: Vice Chairman Brown
VOTE: Unanimously Approved

Discuss Proposed Millage Rate of 2.68 Mills as a 15.44% Change of Rolled Back Rate of 2.3215

Antonio Brum and Dave Perisot questioned the millage rate and discussed the trim notice that they had received. Mr. Perisot discussed the stipend that the board voted to give to the personnel in the new budget year. He suggested that this be withdrawn, but due to this already being ratified by the union this could not be withdrawn. Mr. Perisot also suggested ways to cut down on the budget and lower the millage.

Set and Adopt a Tentative Millage Rate

MOTION: Secretary-Treasurer Johnson made the motion to adopt 2.68 mills as the tentative millage rate
SECOND: Vice Chairman Brown
VOTE: Unanimously Approved

Adopt a Tentative Budget

MOTION: Secretary-Treasurer Johnson made the motion to adopt a tentative budget based on 2.68 mills
SECOND: Commissioner Baugh
VOTE: Unanimously Approved

Set Final Hearing Date

A final hearing date was set for Thursday, September 22, 2016 at 5:01 P.M.

Public Comments

Dave Perisot continued public discussion with suggesting that one way to cut money out of the budget was to eliminate commissioner salaries. Chairman Jankowski offered to rescind his monthly salary for the next budget year.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their Tentative Budget Hearing at 5:45 p.m.

Robert Jankowski
Chairman

John Johnston
Secretary/Treasurer

Ocean City-Wright Fire Control District
Board of Fire Commissioners
Special Meeting Minutes
September 14, 2016

The special meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Chairman Robert Jankowski at 5:00 P.M. in the training room of the Ocean City-Wright Fire Department.

Pledge of Allegiance

Roll Call

PRESENT: Chairman Robert Jankowski, Vice Chairman Aaron Brown, Secretary/Treasurer John Johnston, Commissioners Mike Urenda and Mark Baugh, Attorney Jeff McInnis, Fire Chief Billy Lord, Deputy Chief Scott Funchess, and Office Administrator Jennifer Benedict.

Approval of Agenda

MOTION: Commissioner Urenda

SECOND: Secretary/Treasurer Johnston

DISCUSSION: Commissioner Mark Baugh requested to move the public comments between the report and board discussion

VOTE: Unanimously Approved

Business

Presentation of Investigation by Attorney Mark Bonfanti found that Chief Lord and Deputy Chief Funchess engaged in inappropriate and/or hostile communications towards subordinates. He also found that both Chief Lord and Deputy Funchess had violated a district rule, regulation, operating procedure and/or guideline as a result of their actions. He did not find that either utilized rank for intimidating and/or threatening purposes. Neither violated any state or federal statutes. Mr. Bonfanti made the following recommendations, he did not think it necessary or in the best interest to terminate either Chief Lord or Deputy Chief Funchess, instead suggested: unpaid suspension, a "last chance agreement," and additional training.

Public Comments

The following public members spoke:

Mike Bellamy

Scott Wooley

Shane Stewart

Jim Piorre

Lonnie Thomas

Gene Large

Antonio Braum

Mark Bundrick

Kevin Houston

DISCUSSION

Discussion including suggestions for training for all officers to include: leadership, diversity/cultural and interpersonal communication skills. It was also suggested that the policy needed to be clearer and that a no tolerance statement be added.

Commissioner Mark Baugh made a motion for action to include:

Lord and Funchess to attend management training, complete a last chance agreement, and Chief Lord to be suspended for the rest of 2016 and Chief Funchess to serve a suspension of three months following. He also included in the motion for the department to set up a third party HR contact that employees could contact for complaints and this third party would report directly to the Board of Commissioners.

SECOND: Commissioner Mike Urenda

Commissioner Mike Urenda made a motion to amend to include a change of suspension to forty-five (45) days for Chief Lord and thirty (30) for Chief Funchess to begin Monday, September 19, 2016, followed by one week transition between suspensions. He also stated Chief Lord cannot fire anyone unless the Board approves the termination with a majority vote. This restriction will continue until changed by the Board.

SECOND to Amended Motion: John Johnston

VOTE: Unanimously Approved

VOTE on Original Motion as Amended: There were 4 affirmatives and 1 negative, by Commissioner Baugh.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 7:29 p.m.

Robert Jankowski
Chairman

John Johnston
Secretary/Treasurer

Ocean City-Wright Fire Control District
Board of Fire Commissioners
Final Budget Hearing
Thursday, September 22, 2016

The Final Budget Hearing of the Ocean City-Wright Board of Fire Commissioners was called to order by Vice Chairman Aaron Brown at 5:01 P.M. in the training room of the Ocean City-Wright Fire Department.

Pledge of Allegiance

Roll Call

PRESENT: Vice Chairman, Aaron Brown, Secretary/Treasurer, John Johnston, Commissioner, Mark Baugh, Commissioner Mike Urenda, Attorney, Jeff McInnis, Deputy Chief, Scott Funchess, and Financial Administrator, Linda Scott

PUBLIC ATTENDANCE: Dave Perisot, Kay Johnston

Approval of Agenda

MOTION: Commissioner Urenda
SECOND: Secretary-Treasurer Johnston
VOTE: Unanimously Approved

Discuss Proposed Millage Rate of 2.68 Mills as a 15.44% Change of Rolled Back Rate of 2.3215

Dave Perisot objected to the proposed millage rate of 2.68 and asked the commissioners to reconsider. He discussed the stipends and spoke about the investigation due to the fact that they got raises outside of the collective bargaining unit. He mentioned the union contributions to the Urenda campaign and commented that the entire issue needs to be reviewed by the Attorney General and Florida Ethics Commission.

He spoke about the commissioner salaries and the fact that at the tentative budget hearing Chairman Jankowski offered to rescind his salary and asked the other commissioners to do so as well.

He asked why there were resolutions in the agenda packet for 2.58 mills as well as the 2.68 mills. Vice Chairman Brown commented that at the tentative budget hearing Mr. Perisot had made that suggestion and even found items to be removed from the budget to bring it down to 2.58.

Establish a Final Millage Rate

MOTION: Secretary-Treasurer Johnson made the motion to drop the millage from 2.68 mills to 2.58 for the final millage rate
SECOND: Commissioner Baugh
VOTE: Unanimously Approved

Read the Millage Levy Resolution

Attorney McInnis read the millage levy resolution for 2.58 mills

Motion to Adopt the Millage Levy Resolution

MOTION: Commissioner Urenda
SECOND: Secretary-Treasurer Johnston
VOTE: Unanimously Approved

Discuss Proposed Budget

Discussion was had in regards to what line items were removed from the budget to bring it down to the 2.58 mills and Mr. Periset asked for a copy of the new budget.

Read the Budget Resolution

Attorney McInnis read the budget resolution.

Motion to Adopt the Budget Resolution

MOTION: Secretary-Treasurer Johnston
SECOND: Commissioner Urenda
VOTE: Unanimously Approved

Adjournment

Being no further business, the final budget hearing of the Ocean City-Wright Fire Control District was adjourned at 5:20p.m.

Aaron Brown
Vice Chairman

John Johnston
Secretary/Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
INCOME STATEMENT
FOR THE ELEVEN MONTHS ENDING AUGUST 31, 2016

DESCRIPTION	CURRENT MONTH	ADOPTED BUDGE	YTD ACTIVITY	REMAINING BUD
REVENUES				
COUNTY TAXES - OCW	0.00	4,767,947.00	4,843,939.14	(75,992.14)
INTEREST EARNED	338.20	8,000.00	4,418.58	3,581.42
MISCELLANEOUS INCOME	0.00	0.00	25.37	(25.37)
STATE INCENTIVE	0.00	0.00	3,480.00	(3,480.00)
CONTRACTS REVENUE	0.00	32,500.00	32,060.00	440.00
COST RECOVERY REVENUE	0.00	0.00	668.00	(668.00)
PLANS REVIEW FEES	3,499.09	0.00	(4,835.37)	4,835.37
IMPACT FEE	37,138.38	0.00	121,051.00	(121,051.00)
STATE RETIREMENT CONTRI	242,213.75	0.00	242,213.75	(242,213.75)
CARRY FWD FUNDS	0.00	217,553.00	0.00	217,553.00
TOTAL REVENUES	283,189.42	5,026,000.00	5,243,020.47	(217,020.47)
EXPENSES				
OCW WAGES	176,684.30	2,260,835.00	2,039,395.25	221,439.75
SCHEDULED OT	6,343.72	100,000.00	73,601.16	26,398.84
UNSCHEDULED OT	4,458.51	20,000.00	36,150.75	(16,150.75)
RELIEF FIREFIGHTER WAGES	8,190.00	20,000.00	20,258.00	(258.00)
FICA - EMPLOYERS PORTION	13,603.21	183,664.00	153,600.33	30,063.67
MEDICAL INSURANCE - ER PO	30,958.30	393,500.00	333,073.34	60,426.66
DENTAL INSURANCE - ER POR	1,573.85	23,982.00	15,844.55	8,137.45
NRS RETIREMENT	852.08	0.00	17,852.36	(17,852.36)
RETIREMENT - ER PORTION	65,025.05	713,000.00	705,840.81	7,159.19
NON SECTION 175 RETIREME	2,529.80	54,000.00	17,966.52	36,033.48
LIFE INSURANCE - ER	1,569.25	18,598.00	17,299.07	1,298.93
WORKERS COMP	0.00	62,418.00	66,296.25	(3,878.25)
VEHICLE & LIABILITY INSUR	0.00	78,000.00	81,235.93	(3,235.93)
WATER & SEWER	462.21	4,800.00	3,618.97	1,181.03
TELEPHONE	780.11	16,000.00	9,800.38	6,199.62
ELECTRIC	2,646.73	30,000.00	23,436.00	6,564.00
NATURAL GAS	84.38	5,000.00	1,332.65	3,667.35
REFUSE COLLECTION	0.00	4,000.00	2,396.93	1,603.07
BUNKER GEAR	0.00	5,000.00	2,647.30	2,352.70
OTHER MINOR EQUIP & SUPP	867.65	21,049.00	10,795.57	10,253.43
ALS EXPENSES	0.00	7,500.00	57.57	7,442.43
UNIFORMS	558.02	10,000.00	6,956.00	3,044.00
ADMINISTRATIVE SUPPLIES	188.74	5,000.00	4,147.83	852.17
COMPUTER EXPENSES	2,268.00	14,700.00	14,436.52	263.48
M & R EQUIPMENT	73.15	31,100.00	22,641.76	8,458.24
M & R BUILDING	1,631.49	24,500.00	4,028.39	20,471.61
BUILDING SUPPLIES	209.96	8,000.00	5,178.12	2,821.88
M & R VEHICLE	3,555.80	45,000.00	54,762.21	(9,762.21)
FUEL & OIL	1,870.44	45,000.00	23,937.24	21,062.76
HAZMAT DUES	0.00	8,000.00	8,750.00	(750.00)
TRAINING	3,237.31	34,500.00	17,583.27	16,916.73
FIRE PREVENTION	621.95	18,000.00	10,140.23	7,859.77
ADVERTISING	0.00	5,000.00	751.63	4,248.37
LEGAL & ACCOUNTING	28,617.11	35,000.00	64,703.90	(29,703.90)
PROPERTY APPRAISER	0.00	76,149.00	65,501.13	10,647.87
TAX COLLECTOR	1,113.71	97,806.00	95,124.92	2,681.08
MISC MEDICAL	114.00	3,500.00	1,758.39	1,741.61
NFPA PHYSICALS	463.19	5,000.00	1,189.19	3,810.81
MISCELLANEOUS	1,060.00	2,500.00	1,207.80	1,292.20
POSTAGE & SHIPPING	7.97	2,800.00	624.03	2,175.97
PUBLICATIONS	0.00	1,500.00	50.95	1,449.05
MEETINGS EXPENSE	0.00	2,000.00	1,202.82	797.18
CENTRAL DISPATCH	(414.00)	5,000.00	4,356.00	644.00
VEHICLE/APPARATUS EXPEN	0.00	50,000.00	48,659.03	1,340.97
GENERAL FUND	2,000.00	59,906.00	25,583.93	34,322.07

FOR MANAGEMENT PURPOSES ONLY

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
 INCOME STATEMENT
 FOR THE ELEVEN MONTHS ENDING AUGUST 31, 2016

DESCRIPTION	CURRENT MONTH	ADOPTED BUDGE	YTD ACTIVITY	REMAINING BUD
EQUIPMENT	0.00	6,200.00	0.00	6,200.00
NEW STATION ONE BUILDIN	(43,395.16)	61,000.00	85,603.64	(24,603.64)
STATION ONE ARCHITECT	3,187.50	100,000.00	120,653.52	(20,653.52)
STATION ONE LOAN	0.00	240,000.00	227,423.04	12,576.96
TRANSFER TO STA 1 CONTIN	0.00	7,493.00	0.00	7,493.00
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	323,598.33	5,026,000.00	4,549,455.18	476,544.82
	<hr/>	<hr/>	<hr/>	<hr/>
NET INCOME (LOSS)	<u>(40,408.91)</u>	<u>0.00</u>	<u>693,565.29</u>	<u>(693,565.29)</u>

POLICY NUMBER OCW 1.7

SMOKING AND USE OF TOBACCO PRODUCTS

REFERENCE: Florida Statute 386, Part II (Florida Clean Indoor Air Act) and Section 69A-62.024, Florida Administrative Code

POLICY HISTORY: Adopted August, 1993; revised December 2016

1. GENERAL PROHIBITION. In accordance with the provisions of the Florida Clean Indoor Air Act, and Section 69A-62.024.FAC, smoking (possession of ~~a~~ lighted tobacco products, including cigarettes, lighted cigars, lighted pipe tobacco, or any other lighted tobacco product) or the use of tobacco products, shall be prohibited in all firefighters places of employment which includes all buildings or other areas owned, operated, occupied or used by the Fire District on a routine basis. public places and at public meetings, except in designated smoking areas.
2. USE OF TOBACCO PRODUCTS. ~~Unless otherwise designated,~~ Smoking and/or the use of any tobacco product (including smokeless or non-lighted tobacco products) is prohibited in all Ocean City-Wright Fire Control District buildings, and enclosed indoor facilities and other areas owned, operated, occupied or used by the Fire District on a routine basis. Additionally, smoking and/or the use of tobacco products is prohibited in all Ocean City-Wright Fire Control District fire apparatus vehicles.
3. DESIGNATED SMOKING AREAS. ~~Smoking shall be permitted only in the fire apparatus vehicle bays, and outside of Ocean City-Wright Fire Control District buildings and enclosed facilities.~~
3. TOBACCO DEFINED. For the purposes of this policy, "tobacco" is defined to include products that include or are derived from tobacco and are intended or expected for human use or consumption, including but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi cigarette, clove cigarette, and any other smoking product, and electronic nicotine delivery device or "vape", and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.
4. NOTICE. The Fire Chief shall cause signs to be posted in or on all Fire District owned buildings and other facilities that smoking or use of tobacco products is prohibited in the facility or on the property.

**NOTICE OF RULE DEVELOPMENT BY
THE OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT BOARD OF
COMMISSIONERS**

The Ocean City-Wright Fire Control District Board of Commissioners, pursuant to the provisions of 99-478, Florida Statutes, hereby gives notice that it is developing a new Ocean City-Wright Fire Control District rule which will amend the current rule OCW 1.7 , the title of which is: Smoking to amend current regulations regarding smoking and/or the use of tobacco products on Fire District property. The proposed new rule implements the requirements of Section 69A-62.024 FAC that a "firefighter employer" shall designate firefighter employee "places of employment" as tobacco free. Under the proposed new rule tobacco use shall be prohibited at all firefighter employee "places of employment". The specific legal authority for the proposed rule is Section 99-478, Florida Statutes and Section 69A-62.024 FAC. Any interested person may obtain a preliminary draft of the proposed rule from Jennifer Benedict , Fire Station #1, 2 Racetrack Road, NE, Fort Walton Beach, FL 32548, telephone number (850) 862-1185, at no cost.

SCOTT FUNCHESS, DEPUTY FIRE CHIEF