

**OCEAN CITY-WRIGHT BOARD OF FIRE
COMMISSIONERS**

February 1, 2018

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 January 4, 2018 Regular Meeting Minutes**
- 4. Public Comments**
- 5. Acceptance of the December 31, 2017 Financials**
- 6. Business:**
 - A. Second Reading -Ordinance 2017-13**
 - B. Fire Chief Pay**
- 7. Discussion**
 - A. Station 3 Property**
 - B. Call Volume**
- 8. Adjournment**

Ocean City-Wright Fire Control District
Board of Fire Commissioners
Regular Meeting Minutes
January 4, 2018

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

Pledge of Allegiance

Roll Call

PRESENT: Chairman, John Johnston; Vice-Chairman Brown, Secretary-Treasurer, Donna Lambert; Commissioner, Robert Jankowski; Attorney, Jeff McInnis; Fire Chief, Billy Lord; and Finance Administrator, Jennifer Benedict; Deputy Chief Scott Funchess; Absent, Commissioner, Edward Tras.

Election of Officers

The gavel was passed to Chief Lord for opening of nominations. Commissioner Jankowski nominated Commissioner, Capt. John Johnston as Chairman, second by Commissioner Lambert. No other nominations. Vote was Unanimous. Vice-Chairman Brown nominated Commissioner Jankowski as Vice-Chairman. Commissioner Jankowski nominated Commissioner Brown as Vice-Chairman. Commissioner Jankowski declined nomination. Second of Commissioner Jankowski's nomination was made by Donna Lambert. Vote was unanimous. Vice-Chairman Brown made a nomination for Commissioner Lambert as Secretary-Treasurer, second by Commissioner Jankowski. Vote was unanimous.

Approval of Agenda

MOTION: Vice-Chairman Brown made the motion to approve the agenda.
SECOND: Commissioner Lambert
DISCUSSION: Commissioner Jankowski requested an amendment to the agenda. Addition of Item J. Station 3 Property. Vice-Chairman Brown & Commissioner Lambert both accepted the amended agenda
VOTE: Unanimously Approved

Approval of the December 7, 2017 Regular Meeting Minutes

MOTION: Secretary-Treasurer Lambert made the motion to approve the minutes.
SECOND: Vice-Chairman Brown
DISCUSSION: None.
VOTE: Unanimously Approved

Public Comments

None

Acceptance of the November 30, 2017 Financials

MOTION: Commissioner Jankowski made the motion to approve the November 30, 2017 financials.
SECOND: Secretary-Treasurer Lambert
DISCUSSION: Commissioner Jankowski asked about line item of Retirement and if contributions could be lowered since the stock market has been performing well. Chief Lord stated that the contribution may be able to be lowered, but minimum contribution percentage is determined by the State.
VOTE: Unanimously Approved

BUSINESS

Racetrack Road Property

Attorney McInnis presented the contract with Realty House. He explained contents of the agreement to include, Compensation- 5% commission to Realty House for sale. A provision for lease with commission but not on sale to same tenant. Section 9, Termination- no fee to cancel. Section 13, Additional Terms; Item A, Sale is subject to Board approval. Item B—A list of prospects will be provided to the District upon completion of the contract. If a purchase within 90 days, Realty House would still be eligible for commission. Item C- Realtor would get 50% of an earnest money deposit if a sale were to cancel, only after Board approval of sale. A list of all prior inquirers of the property was given to Realty house, if any of those chose to purchase, Realty House would not be eligible for commission. The Contract will run thru today until July 15th.

MOTION: Vice-Chairman Brown made the motion to approve the contract with Realty House.

SECOND: Secretary-Treasurer Lambert

DISCUSSION: Commissioner Jankowski asked Kevin Bethea & Mark Bethea with Realty house about the current market. Mr. Bethea advised it would, at best estimate, take 6 to 12 months. The contract with Realty House can be renewed upon expiration.

VOTE: Unanimously Approved

Permission to Re-Zone Property to C-2

Attorney McInnis advised the Board that the property is currently zoned for Government use only. Any other buyer would have to request a rezoning. If the Board approved to rezone now, that would help speed up the process for a potential buyer.

MOTION: Vice-Chairman Brown made the motion to approve Mr. McInnis & Chief Lord to work with Realty House to get the re-zoning completed.

SECOND: Secretary-Treasurer Lambert

DISCUSSION: None

VOTE: Unanimously Approved

Mr. McInnis asked the Board to consider adding to the Additional Provision section of the Realty House contract to include a clause authorize an additional 6-month extension upon agreement of both parties.

MOTION: Vice-Chairman Brown made the motion to approve an addition to Section 13 to add 2 consecutive potential renewals for 6-month period, upon agreement of both parties.

SECOND: Secretary-Treasurer Lambert

DISCUSSION: None

VOTE: Unanimously Approved

Second Reading of Ordinance 2017-11

Attorney Jeff McInnis read the second reading of Ordinance 2017-11.

No Public Comments

MOTION: Vice-Chairman Brown made the motion to approve the Ordinance 2017-11.

SECOND: Secretary-Treasurer Lambert

DISCUSSION: None

VOTE: Unanimously Approved

Second Reading of Ordinance 2017-12

Attorney Jeff McInnis read the second reading of Ordinance 2017-12.

No Public Comments

MOTION: Secretary-Treasurer Lambert made the motion to approve Ordinance 2017-12.
SECOND: Commissioner Jankowski
DISCUSSION: None
Vote: Unanimously Approved

First Reading of Ordinance 2017-13

Attorney Jeff McInnis read the first reading of Ordinance 2017-13.

No Public Comments

MOTION: Commissioner Jankowski made the motion to approve first reading of Ordinance 2017-13.
SECOND: Secretary-Treasurer Lambert
DISCUSSION: Commissioner Jankowski asked what this Ordinance was regarding. Chief Lord advised that in 2014 the State of Florida changed what was allowed as definition of salary. This ordinance updates the plan documents to implement the required wording.
Vote: Unanimously Approved

Disposal of Assets

MOTION: Vice-Chairman Brown made the motion to approve the Disposal of Assets.
SECOND: Secretary-Treasurer Lambert
DISCUSSION: Commissioner Jankowski asked about the radio's ability to be clipped to belts. Chief Lord advised this radio was left on the back of the truck and subsequently ran over.
VOTE: Unanimously Approved

Approval of Resolution 2018-01

Attorney McInnis advised this resolution is to update a typo referencing a Florida State Statute in policy #2.1-Purchasing. No Public Comment

MOTION: Commissioner Jankowski made the motion to approve Resolution 2018-01 with the amended 2.1 reference.
SECOND: Vice-Chairman Brown
DISCUSSION: None
VOTE: Unanimously Approved

Approval of MOU-with Local 2879 concerning Health Insurance

Chief Lord advised the Board instructed with the Union to make changes to the allowed percentage of employee/employer contributions. The District will now cover 65% of the Employee Dependent Health Coverage. Employee is responsible for 35%

MOTION: Vice-Chairman Brown made the motion to approve the MOU for the Health Insurance.
SECOND: Commissioner Jankowski
DISCUSSION: None
VOTE: Unanimously Approved

Approval of Resolution 2018-02

Attorney McInnis advised this resolution is ratifying a dependent group health insurance coverage benefit for Fire Control District Administrative and Managerial personnel. No Public Comment

MOTION: Secretary-Treasurer Lambert made the motion to approve Resolution 2018-02.

SECOND: Commissioner Jankowski

DISCUSSION:

VOTE: Unanimously Approved

Discussion regarding Okaloosa County Fire Rescue/Hazmat

Chief Lord advised the Board that the Chiefs Group unanimously voted to disband Hazmat and voted to allow OCWFCD to maintain the LTRT Rescue team and equipment. Okaloosa County will be working on Hazmat for the County, it is unknown when, at this time. Eglin AFB will fill any lapse in coverage. OCWFCD will likely stop manning the truck in late February. Vice-Chairman Brown asked why it was necessary to have this service. Chief Lord advised that it is the County's responsibility to have this coverage. OCWFCD has provided this service, with only one other agency's assistance. It requires a lot of coverage to man the Hazmat Truck. Mr. Brum, a member of the audience, asked when the next Mutual Aid Agreement would be up for renewal. Chief Lord advised that new agreements change with leadership changes at the Bases. The agreements are typically broad in assistance or requests for assistance.

Station 3 Property

Chief Lord advised he has pulled the information regarding the ownership of the property next to Station 3. He has also pulled the information regarding the call volume increase in that service area. Once the information is gathered, he will present the information to the Board. Commissioner Jankowski wants to see that property purchased for possible expansion of Station 3. Mr. Brum asked which parcel this would be. Chairman Johnston advised it was directly next to Station 3.

Discussion

Commissioner Jankowski asked Jennifer to bring information back to the next meeting regarding the last pay increase for Chief Lord. Jennifer advised Commissioner Jankowski the last pay raise for Chief Lord was in November 2015. Commissioner Jankowski asked to gather pay information on other Department's Chiefs, in comparable areas, for the next meeting.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 6:10 p.m.

John Johnston
Chairman

Donna Lambert
Secretary-Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
INCOME STATEMENT
FOR THE THREE MONTHS ENDING DECEMBER 31, 2017

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
REVENUES					
1	COUNTY TAXES - OCW	1,022,636.38	5,578,898.00	1,294,757.72	4,284,140.28
2	INTEREST EARNED	3,856.36	8,000.00	4,234.92	3,765.08
3	MISCELLANEOUS INCOME	351.50	0.00	2,747.66	(2,747.66)
4	FEDERAL GRANT REVENUE	0.00	47,538.00	0.00	47,538.00
5	STATE INCENTIVE	0.00	5,320.00	0.00	5,320.00
6	CONTRACTS REVENUE	0.00	32,600.00	0.00	32,600.00
7	INSPECTION FEES	100.00	3,000.00	700.00	2,300.00
8	PLAN REVIEW FEES	879.00	7,000.00	2,638.14	4,361.86
9	IMPACT FEE REVENUE	5,841.80	0.00	8,375.07	(8,375.07)
10	STATE RETIREMENT CONTRIBUTION	0.00	275,000.00	0.00	275,000.00
11	NON GOVERNMENT GRANTS	1,500.00	0.00	1,500.00	(1,500.00)
12					
13	TOTAL REVENUES	1,035,165.04	5,957,356.00	1,314,953.51	4,642,402.49
15					
EXPENSES					
17	WAGES	273,095.61	2,521,861.00	584,562.80	1,937,298.20
18	FICA - EMPLOYERS PORTION	18,820.80	182,449.00	39,491.32	142,957.68
19	MEDICAL INSURANCE - ER PORTION	23,600.44	480,000.00	92,035.35	387,964.65
20	DENTAL INSURANCE - ER PORTION	1,138.37	20,000.00	4,146.65	15,853.35
21	NRS RETIREMENT	274.53	27,000.00	7,123.24	19,876.76
22	STATE CONTRIBUTION EXPENSE	0.00	275,000.00	0.00	275,000.00
23	RETIREMENT - ER PORTION	55,515.20	953,800.00	216,803.90	736,996.10
24	NON SECTION 175 RETIREMENT	333.40	9,000.00	2,370.48	6,629.52
25	LIFE INSURANCE - ER	1,513.23	21,000.00	4,582.90	16,417.10
26	WORKERS COMP	0.00	128,000.00	31,778.25	96,221.75
27	VEHICLE & LIABILITY INSURANCE	7,871.84	90,000.00	23,615.52	66,384.48
28	WATER & SEWER	664.31	6,000.00	1,336.90	4,663.10
29	TELEPHONE	1,232.78	12,000.00	2,939.55	9,060.45
30	ELECTRIC	2,461.45	30,000.00	5,743.94	24,256.06
31	NATURAL GAS	252.43	3,000.00	471.79	2,528.21
32	REFUSE COLLECTION	0.00	3,500.00	488.38	3,011.62
33	BUNKER GEAR	3,038.00	20,000.00	3,033.00	16,967.00
34	OTHER MINOR EQUIP & SUPPLIES	383.64	22,000.00	567.16	21,432.84
35	ALS EXPENSES	59.95	7,500.00	466.51	7,033.49
36	GRANT EXPENSE	0.00	30,000.00	0.00	30,000.00
37	UNIFORMS	4,587.12	12,500.00	4,649.26	7,850.74
38	ADMINISTRATIVE SUPPLIES	65.73	5,000.00	201.36	4,798.64
39	COMPUTER EXPENSES	986.01	22,950.00	3,624.05	19,325.95
40	M & R EQUIPMENT	4,148.43	37,100.00	7,965.13	29,134.87
41	M & R BUILDING	2,450.19	34,500.00	5,255.49	29,244.51
42	BUILDING SUPPLIES	153.12	8,000.00	1,274.23	6,725.77
43	M & R VEHICLE	2,849.00	45,000.00	13,026.81	31,973.19
44	FUEL & OIL	1,945.69	45,000.00	6,112.04	38,887.96
45	HAZMAT DUES	0.00	9,000.00	8,750.00	250.00
46	REIMBURSABLE GRANT EXPENSE	2,900.00	29,518.00	2,900.00	26,618.00
47	TRAINING	1,641.61	44,000.00	17,693.30	26,306.70
48	FIRE PREVENTION	561.70	18,000.00	3,381.88	14,618.12
49	ADVERTISING	702.78	2,500.00	702.78	1,797.22

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
 INCOME STATEMENT
 FOR THE THREE MONTHS ENDING DECEMBER 31, 2017

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
50	LEGAL & ACCOUNTING	17,112.58	70,000.00	24,069.90	45,930.10
51	PROPERTY APPRAISER	0.00	94,000.00	19,156.53	74,843.47
52	TAX COLLECTOR	20,452.74	111,578.00	25,889.76	85,688.24
53	MISC MEDICAL	723.16	12,500.00	1,146.32	11,353.68
54	MISCELLANEOUS	19.27	3,000.00	94.27	2,905.73
55	POSTAGE & SHIPPING	63.89	1,500.00	235.07	1,264.93
56	MEMBERSHIPS & PUBLICATIONS	100.00	1,500.00	100.00	1,400.00
57	MEETINGS EXPENSE	159.15	9,000.00	159.15	8,840.85
58	CENTRAL DISPATCH	882.00	6,500.00	1,323.00	5,177.00
59	VEHICLE/APPARATUS EXPENSE	0.00	64,000.00	26,544.50	37,455.50
60	GENERAL FUND	(1,500.00)	5,000.00	3,411.12	1,588.88
61	EQUIPMENT	0.00	122,600.00	10,431.00	112,169.00
62	LOAN INTEREST EXPENSE	0.00	122,335.00	0.00	122,335.00
63	LOAN PAYABLE- PRINCIPAL	0.00	167,665.00	0.00	167,665.00
64	IMPROVEMENTS	0.00	11,000.00	0.00	11,000.00
65					
66	TOTAL EXPENSES	451,260.15	5,957,356.00	1,209,654.59	4,747,701.41
67					
68					
69	NET INCOME (LOSS)	583,904.89	0.00	105,298.92	(105,298.92)

ORDINANCE NO. 2017-13

AN ORDINANCE OF THE OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT; AMENDING ORDINANCE NO. 10-1 RESTATING THE OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT FIREFIGHTERS' PENSION TRUST FUND; AMENDING SECTION 1, DEFINITIONS BY AMENDING THE DEFINITION OF "SALARY"; AMENDING SECTION 3, BOARD OF TRUSTEES; AMENDING SECTION 8, DISABILITY; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE DISTRICT BOARD OF FIRE COMMISSIONERS OF THE OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT;

SECTION 1: That the Ocean City-Wright Fire Control District Firefighters' Pension Trust Fund, restated pursuant to Ordinance 10-1, is hereby amended by amending Section 1, Definitions by amending the definition of "Salary", to read as follows:

* * *

Salary means the total compensation for services rendered to the District as a Firefighter reportable on the Member's W-2 form plus all tax deferred, tax sheltered, or tax exempt items of income derived from elective employee payroll deductions or salary reductions. For service earned on or after October 1, 2014, Salary shall not include more than three hundred (300) hours of overtime per calendar year. Provided however, in any event, payments for overtime in excess of three hundred (300) hours per year accrued as of October 1, 2014 and attributable to service earned prior to the October 1, 2014, may still be included in Salary for pension purposes even if the payment is not actually made until on or after October 1, 2014. In any event, with respect to unused sick leave and unused annual leave accrued prior to October 1, 2014, Salary will include the lesser of the amount of sick or annual leave time accrued on October 1, 2014 or the actual amount of sick or annual leave time for which the retiree receives payment at the time of retirement, regardless of whether the amount of sick or annual leave was, at some time prior to retirement, reduced below the amount on October 1, 2014. Compensation in excess of the limitations set forth in Section 401(a)(17) of the Code as of the first day of the Plan Year shall be disregarded for any purpose, including employee contributions or any benefit calculations. The annual compensation of each member taken into account in determining benefits or employee contributions for any Plan Year beginning on or after January 1, 2002, may not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Internal Revenue Code Section 401(a)(17)(B). Compensation means compensation during the fiscal year. The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year. If the determination period consists of fewer than 12 months, the annual compensation limit is an amount equal to the otherwise applicable annual compensation limit multiplied by a fraction, the numerator of which is the number of months in the short determination period, and the denominator of which is 12. If the compensation for any prior determination period is taken into account in determining a Member's contributions or benefits for the current Plan Year, the compensation for such prior determination period is subject to the applicable annual compensation limit in effect for that prior period. The limitation on compensation for an "eligible employee" shall not be less than the amount which was allowed to be taken into account hereunder as in effect on July 1, 1993. "Eligible employee" is an individual who was a Member before the first Plan Year beginning after December 31, 1995.

* * *

SECTION 2: That the Ocean City-Wright Fire Control District Firefighters' Pension Trust Fund, restated pursuant to Ordinance 10-1, is hereby amended by amending Section 3, Board of Trustees, subsection 1., to read as follows:

1. The sole and exclusive administration of and responsibility for the proper operation of the System and for making effective the provisions of this Ordinance is hereby vested in a Board of Trustees. The Board is hereby designated as the plan administrator. The Board shall consist of five (5) Trustees, two (2) of whom, unless otherwise prohibited by law, shall be legal residents of the District, who shall be appointed by the Ocean City-Wright Fire Control District Board of Fire Commissioners, and two (2) of whom shall be Members of the System, who shall be elected by a majority of the Firefighters who are Members of the System. The fifth Trustee shall be chosen by a majority of the previous four (4) Trustees as provided for herein, and such person's name shall be submitted to the Ocean City-Wright Fire Control District Board of Fire Commissioners. Upon receipt of the fifth person's name, the Ocean City-Wright Fire Control District Board of Fire Commissioners shall, as a ministerial duty, appoint such person to the Board of Trustees as its fifth Trustee. The fifth Trustee shall have the same rights as each of the other four (4) Trustees appointed or elected as herein provided and shall serve a four (4) year term unless he sooner vacates the office. Each resident Trustee shall serve as Trustee for a period of four (4) years, unless he sooner vacates the office or is sooner replaced by the Ocean City-Wright Fire Control District Board of Fire Commissioners at whose pleasure he shall serve. Each Member Trustee shall serve as Trustee for a period of four (4) years, unless he sooner leaves the employment of the District as a Firefighter or otherwise vacates his office as Trustee, whereupon a successor shall be chosen in the same manner as the departing Trustee. Each Trustee may succeed himself in office. DROP participants can be elected as ~~and~~ but not vote for elected Trustees. The Board shall establish and administer the nominating and election procedures for each election. The Board shall meet at least quarterly each year. The Board shall be a legal entity with, in addition to other powers and responsibilities contained herein, the power to bring and defend lawsuits of every kind, nature, and description.

* * *

SECTION 3: That the Ocean City-Wright Fire Control District Firefighters' Pension Trust Fund, restated pursuant to Ordinance 10-1, is hereby amended by amending Section 8, Disability, subsection 7., Workers' Compensation, to read as follows:

* * *

7. Workers' Compensation.

When a Retiree is receiving a disability pension and workers' compensation benefits pursuant to Florida Statute Chapter 440, for the same disability, and the total monthly benefits received from both exceed one hundred percent (100%) of the Member's average monthly wage, as defined in Chapter 440, Florida Statutes, the disability pension benefit shall be reduced so that the total monthly amount received by the Retiree does not exceed one hundred percent (100%) of such average monthly wage. The amount of any lump sum workers' compensation payment shall be converted to an equivalent monthly benefit payable for ten (10) Years Certain by dividing the lump sum amount by 83.9692. Notwithstanding the foregoing, in no event shall the disability pension benefit be reduced below the greater of forty-two percent (42%) of Average Final Compensation or two and ~~seventy-five hundredths tenths~~ seventy-five hundredths percent (2.75%) of Average Final Compensation times years of Credited Service.

SECTION 4: That if any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 5: That all Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 6: That this Ordinance shall become effective upon adoption.

DONE AND ADOPTED on the _____ day of _____, 2017.

Date

Chairman

Date

Secretary/Treasurer