

OCEAN CITY-WRIGHT BOARD OF FIRE COMMISSIONERS

February 9, 2019

MEETING AGENDA

5:00 P.M.

TRAINING ROOM---OCEAN CITY-WRIGHT FIRE DEPARTMENT

Open to the Public

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approve Agenda**
- 4. Approval of the January 9, 2019 Regular Meeting Minutes**
- 5. Public Comments**
- 6. Acceptance of the December 31, 2018 Financials**
- 7. State of the District**
- 8. Business:**
 - A. Approval of Lease agreement with NWFSC**
 - B. Approval of vehicle purchase(s)**
- 9. Discussion**
 - A. Status of Old Station 1**
- 10. Adjournment**

Ocean City-Wright Fire Control District
Board of Fire Commissioners
Regular Meeting Minutes
January 9, 2019

Call to Order

The regular meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Chief Lord at 5:00 P.M. in the training room of the Ocean City-Wright Fire Department.

Board Organization

Chief Lord asked for nominations for Chairman. Captain John nominated Aaron Brown. No other nominations for Chairman, so Chief Lord closed nominations.

New Chairman

MOTION: Chief Lord made the motion for Aaron Brown to be Chairman.
DISCUSSION: None
VOTE: Unanimous

Vice-Chairman

Chairman Brown made the recommendation for Captain John to be Vice-Chairman.
MOTION: Commissioner Tras made the motion for Captain John to be Vice-Chairman.
SECOND: Commissioner Lambert
DISCUSSION: None
VOTE: Unanimous

Secretary/Treasurer

MOTION: Vice-Chairman Johnston made the motion for Edward Tras to be Secretary/Treasurer.
SECOND: Commissioner Bosco
DISCUSSION: None
VOTE: Unanimous

Pledge of Allegiance

Roll Call

PRESENT: Chairman Aaron Brown; Vice-Chairman, John Johnston; Secretary Treasurer, Edward Tras; Commissioner, Donna Lambert; Commissioner, John "Bosco"; Fire Chief, Billy Lord; Deputy Chief, Scott Funchess; Deputy Chief, Mark Bundrick; Attorney Jeff McInnis; Office Administrator, Judy Spradlin

Approval of Agenda

MOTION: Commissioner Lambert made the motion to approve the agenda.
SECOND: Secretary-Treasurer Tras
DISCUSSION: None
VOTE: Unanimously Approved

Approval of the December 6, 2018 Regular Meeting Minutes

MOTION: Vice-Chairman Johnston made the motion to approve the agenda.
SECOND: Commissioner Lambert
DISCUSSION: None
VOTE: Unanimously Approved

Approval of the December 20, 2018 Special Meeting Minutes

MOTION: Capt. John Johnston made the motion for Aaron Brown to be Chairman.
SECOND: Commissioner Tras
DISCUSSION: None
VOTE: Unanimous

Public Comments

None.

Acceptance of November 30, 2018 Financials

MOTION: Commissioner Lambert made the motion to accept the November 30, 2018 Financials.
SECOND: Vice-Chairman Johnston
DISCUSSION: None
VOTE: Unanimous

Business

A. Appointment of Committee Members by Chairman

- i. Personnel & Finance – Commissioner Tras
- ii. Facilities & Equipment – Vice-Chairman Johnston

B. Approval Actual FY 2017-18 Pension Plan Expenses

Motion: Vice-Chairman Johnston made the motion to approve FY 2017-18 Pension Plan Expenses
Second: Secretary/Treasurer Tras
Discussion: None
Vote: Unanimously Approved

DISCUSSION

Status of Old Station 1

Chief Lord stated there are no updates on the Old Station 1.

Presentations

Captain John Johnston was thanked for his Chairman duties and Deputy Scott Funchess for his 26 years of service with Ocean City-Wright Fire Control District.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 5:11 p.m.

Aaron Brown
Chairman

Edward Tras
Secretary-Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
INCOME STATEMENT
FOR THE THREE MONTHS ENDING DECEMBER 31, 2018

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
	REVENUES				
1	COUNTY TAXES - OCW	2,220,745.86	6,293,393.00	2,372,655.37	3,920,737.63
2	INTEREST EARNED	212.42	8,000.00	679.31	7,320.69
3	MISCELLANEOUS INCOME	350.98	0.00	350.98	(350.98)
4	FEDERAL GRANT REVENUE	0.00	386,616.00	0.00	386,616.00
5	STATE INCENTIVE	0.00	5,000.00	0.00	5,000.00
6	CONTRACTS REVENUE	0.00	38,000.00	0.00	38,000.00
7	INSPECTION FEES	100.00	1,500.00	425.00	1,075.00
8	PLAN REVIEW FEES	358.76	8,500.00	7,222.36	1,277.64
9	IMPACT FEE REVENUE	1,529.20	0.00	20,067.84	(20,067.84)
10	STATE RETIREMENT CONTRIBUTION	0.00	275,000.00	0.00	275,000.00
11	OTHER FINANCING SOURCES	0.00	490,000.00	0.00	490,000.00
12					
13	TOTAL REVENUES	2,223,297.22	7,506,009.00	2,401,400.86	5,104,608.14
14					
15	EXPENSES				
16	WAGES	217,916.68	2,874,800.00	656,752.58	2,218,047.42
17	FICA - EMPLOYERS PORTION	16,068.60	220,000.00	48,482.89	171,517.11
18	MEDICAL INSURANCE - ER PORTION	35,172.82	621,480.00	108,281.21	513,198.79
19	DENTAL INSURANCE - ER PORTION	1,380.08	23,520.00	4,255.59	19,264.41
20	NRS RETIREMENT	2,413.78	34,000.00	8,690.90	25,309.10
21	STATE CONTRIBUTION EXPENSE	0.00	275,000.00	0.00	275,000.00
22	RETIREMENT - ER PORTION	74,755.49	1,021,530.00	247,984.78	773,545.22
23	NON SECTION 175 RETIREMENT	677.28	10,000.00	2,370.48	7,629.52
24	LIFE INSURANCE - ER	1,520.75	24,000.00	4,681.77	19,318.23
25	WORKERS COMP	9,228.83	137,600.00	27,806.50	109,793.50
26	VEHICLE & LIABILITY INSURANCE	7,960.64	95,000.00	24,068.48	70,931.52
27	WATER & SEWER	611.60	6,300.00	1,746.34	4,553.66
28	TELEPHONE	1,452.45	12,360.00	3,953.96	8,406.04
29	ELECTRIC	2,065.53	30,900.00	7,182.88	23,717.12
30	NATURAL GAS	148.37	3,090.00	549.79	2,540.21
31	REFUSE COLLECTION	620.84	3,606.00	1,247.51	2,358.49
32	BUNKER GEAR	2,391.94	30,000.00	7,094.72	22,905.28
33	OTHER MINOR EQUIP & SUPPLIES	2,585.82	57,300.00	6,123.04	51,176.96
34	ALS EXPENSES	0.00	9,900.00	0.00	9,900.00
35	GRANT EXPENSE	0.00	15,000.00	0.00	15,000.00
36	UNIFORMS	875.65	15,000.00	2,442.63	12,557.37
37	ADMINISTRATIVE SUPPLIES	634.78	5,000.00	1,151.96	3,848.04
38	COMPUTER EXPENSES	4,542.18	21,450.00	7,735.63	13,714.37
39	M & R EQUIPMENT	4,327.76	37,100.00	5,902.16	31,197.84
40	M & R BUILDING	165.24	34,250.00	3,667.45	30,582.55
41	BUILDING SUPPLIES	400.57	8,000.00	1,964.13	6,035.87
42	M & R VEHICLE	4,018.82	80,000.00	25,420.75	54,579.25
43	FUEL & OIL	54.50	45,000.00	9,244.30	35,755.70
44	HAZMAT DUES	0.00	9,000.00	8,750.00	250.00
45	REIMBURSABLE GRANT EXPENSE	69,321.60	133,500.00	69,321.60	64,178.40
46	TRAINING	413.48	87,000.00	5,225.96	81,774.04
47	FIRE PREVENTION	0.00	5,000.00	0.00	5,000.00
48	PUBLIC OUTREACH	0.00	7,000.00	0.00	7,000.00
49	ADVERTISING	123.20	2,500.00	266.30	2,233.70

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
 INCOME STATEMENT
 FOR THE THREE MONTHS ENDING DECEMBER 31, 2018

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
50	PROFESSIONAL SERVICES CONTRACT	16,917.35	125,500.00	27,219.90	98,280.10
51	PROPERTY APPRAISER	5,959.27	92,000.00	17,877.77	74,122.23
52	TAX COLLECTOR	44,379.58	125,868.00	47,610.07	78,257.93
53	MISC MEDICAL	1,287.37	13,000.00	1,554.37	11,445.63
54	MISCELLANEOUS	603.15	3,000.00	2,151.94	848.06
55	POSTAGE & SHIPPING	18.07	1,500.00	64.40	1,435.60
56	PUBLICATIONS	0.00	5,000.00	0.00	5,000.00
57	DUES & MEETING EXPENSE	292.50	9,700.00	6,481.58	3,218.42
58	ACCREDITATION	0.00	20,800.00	0.00	20,800.00
59	CENTRAL DISPATCH	504.00	6,500.00	1,476.00	5,024.00
60	VEHICLE/APPARATUS EXPENSE	0.00	727,500.00	491,729.70	235,770.30
61	GENERAL FUND	0.00	5,000.00	191.57	4,808.43
62	EQUIPMENT	0.00	214,455.00	0.00	214,455.00
63	LOAN INTEREST EXPENSE	0.00	116,063.00	0.00	116,063.00
64	STATION ARCHITECT	0.00	30,000.00	0.00	30,000.00
65	LOAN PAYABLE- PRINCIPAL	0.00	348,937.00	0.00	348,937.00
66	IMPROVEMENTS	0.00	41,000.00	0.00	41,000.00
67					
68	TOTAL EXPENSES	531,810.57	7,881,009.00	1,898,723.59	5,982,285.41
	NET INCOME (LOSS)	1,691,486.65	(375,000.00)	502,677.27	(877,677.27)

Price Quote Form (PQF) - Motor Vehicles

Contract No.: 25100000-18-1

Non-Identified Aftermarket Option(s)	Description	MSRP \$###.##	MSRP Discount %	Total Discount Dollars	Option Total Cost with Applied Discount
		\$ -		\$ -	\$ -
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TOTAL COST: IDENTIFIED AFTERMARKET OPTIONS				\$ -	\$ -
TOTAL COST: NON-IDENTIFIED AFTERMARKET OPTIONS				\$ -	\$ -
GRAND TOTAL PER REPRESENTATIVE MODEL					\$ 17,144.00
Additional Savings Off Contract Price Per Vehicle* (Please provide detailed information in Vendor Comments)					\$0.00
Total Vehicles Quoted (Drop Down)					2
PO GRAND TOTAL					\$ 34,288.00
Vendor Comments:	Additional Savings for Example: Quantity, Dealer Special, Customer Picked Up Vehicle. Ex: DMS negotiated \$50 off of contract price for XYZ vehicle due to large order.				
Agency Comments:	Please confirm vehicle color. If no color is specified then the default is white.				

*UNSPSC = United Nations Standard Products and Services Commodity Code