

OCEAN CITY-WRIGHT BOARD OF FIRE COMMISSIONERS

March 5, 2020

MEETING AGENDA

5:30 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 February 6, 2020 Regular Meeting Minutes**
- 5. Public Comments**
- 6. Acceptance of the January 31, 2020 Financials**
- 7. Business:**
 - A. Amendment to Station 1 RE Contract**
 - B. Approve opening CD**
- 8. State of the District**
- 9. Discussion**
 - A. NWFSC/UWF Fire Station Partnership Update**
 - B. Traffic light Update**
- 10. Adjournment**

Ocean City-Wright Fire Control District
Board of Fire Commissioners'
Regular Meeting Minutes
February 6, 2020

Call to Order

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

Pledge of Allegiance

Roll Call

PRESENT: Donna Lambert, John Johnston, Edward Tras, John "Bosco" Bostick; Fire Chief, Mark Bundrick; Deputy Chief, Jeff Wagner; Attorney Jeff McInnis; Office Administrator, Judy Spradlin

ABSENT: Aaron Brown

Awards

Chief Bundrick presented awards for firefighters getting off probation.

Approval of Agenda

MOTION: Commissioner Lambert made the motion to approve the agenda.

SECOND: Commissioner Johnston

DISCUSSION: None

VOTE: Unanimously Approved

Approval of the January 2, 2020 Regular Meeting Minutes

MOTION: Commissioner Johnston made the motion to approve the minutes.

SECOND: Secretary-Treasurer Bostick

DISCUSSION: None

VOTE: Unanimously Approved

Public Comments

None.

Acceptance of December 31, 2019 Financials

MOTION: Commissioner Lambert made the motion to accept the December 31, 2019 Financials.

SECOND: Secretary-Treasurer Bostick

DISCUSSION: None

VOTE: Unanimous

Business

A. Kevin Bethea – Realty House

The property of the old firehouse is still under contract. The buyer is doing their Due Diligence; at the pre-application meeting with the county two items were discussed: handicap accessibility to the second floor; driveway connections. DOT suggested reducing/removing one driveway (in front of three bay doors). This is not holding up the permit with the county.

B. Ratify Amendment to Station 1 RE Contract

This first amendment to commercial contract is made effective the 20th day of January 2020, by and between Ocean City-Wright Fire Control District and Doug Wilson. The Due Diligence Period was extended for an additional 30 days and the Closing Date was amended to on or before March 10, 2020.

MOTION: Commissioner Johnston made the motion to ratify Amendment to Station 1 RE contract.

SECOND: Commissioner Lambert

DISCUSSION: None

VOTE: Unanimously Approved

C. Approve Contract Extension – JDF Architecture

MOTION: Commissioner Johnston made the motion to approve contract extension – JDF Architecture.

SECOND: Secretary-Treasurer Bostick

DISCUSSION: None

VOTE: Unanimously Approved

D. Approve Task Order #1, Station #3 Truck Bay Replacement

MOTION: Commissioner Lambert made the motion to approve Task Order #1.

SECOND: Commissioner Johnston

DISCUSSION: None

VOTE: Unanimously Approved

E. Approve Resolution 2020-01 – Cost Recovery Fee Schedule

MOTION: Commissioner Johnston made the motion to approve Resolution 2020-01.

SECOND: Commissioner Lambert

DISCUSSION: None

VOTE: Unanimously Approved

F. Approve Trustee-Pension Board

Retired from OCWFCD, Mike Taylor volunteered to be on the Pension Board

MOTION: Commissioner Lambert made the motion to approve trustee – Pension Board.

SECOND: Secretary-Treasurer Bostick

DISCUSSION: None

VOTE: Unanimously Approved

G. Fire Marshal

Chief Bundrick stated to the board he would like that budgeted position to be filled by a qualified fire marshal. Our current training chief/medical chief has numerous responsibilities.

State of the District

Chief Bundrick gave a Power Point presentation on the past, present, and future of the Ocean City-Wright Fire Control District.

DISCUSSION

NWFSC/UWF Fire Station Partnership Update

Chief Bundrick provided update.

Traffic Light Update

Commissioner Johnston provided update.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 6:15 p.m.

Edward Tras
Chairman

John Bostick
Secretary-Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
INCOME STATEMENT
FOR THE FOUR MONTHS ENDING JANUARY 31, 2020

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
	REVENUES				
1	COUNTY TAXES - OCW	3,644,799.43	6,699,863.00	5,397,577.39	1,302,285.61
2	INTEREST EARNED	9,476.96	40,000.00	17,641.91	22,358.09
3	MISCELLANEOUS INCOME	2.00	5,000.00	3,630.27	1,369.73
4	FEDERAL GRANT REVENUE	337,025.07	662,582.00	337,025.07	325,556.93
5	CONTRACTS REVENUE	247,373.72	1,015,323.00	247,373.72	767,949.28
6	INSPECTION FEES	0.00	1,000.00	300.00	700.00
7	PLAN REVIEW FEES	3,684.34	9,000.00	9,254.12	(254.12)
8	IMPACT FEE REVENUE	1,728.56	0.00	24,110.28	(24,110.28)
9	STATE RETIREMENT CONTRIBUTION	0.00	275,000.00	0.00	275,000.00
10					
11	TOTAL REVENUES	4,244,090.08	8,707,768.00	6,036,912.76	2,670,855.24
12					
13	EXPENSES				
14	WAGES	333,225.00	3,778,578.00	1,124,763.62	2,653,814.38
15	FICA - EMPLOYERS PORTION	24,880.76	289,062.00	83,968.77	205,093.23
16	MEDICAL INSURANCE	50,528.85	630,000.00	109,751.83	520,248.17
17	DENTAL INSURANCE	1,705.20	26,800.00	7,105.20	19,694.80
18	LIFE INSURANCE	1,601.52	24,200.00	6,112.65	18,087.35
19	NRS RETIREMENT	3,202.39	54,500.00	14,306.55	40,193.45
20	STATE CONTRIBUTION EXP	0.00	275,000.00	0.00	275,000.00
21	RETIREMENT - ER PORTION	118,071.77	1,292,002.00	428,375.80	863,626.20
22	WORKERS COMP	11,627.25	150,000.00	46,669.00	103,331.00
23	VEHICLE & LIABILITY INSURANCE	11,602.46	135,000.00	46,410.06	88,589.94
24	WATER & SEWER	658.59	7,700.00	2,737.97	4,962.03
25	TELEPHONE	1,437.22	18,000.00	4,256.25	13,743.75
26	ELECTRIC	2,362.05	32,000.00	11,589.26	20,410.74
27	NATURAL GAS	368.46	4,500.00	1,305.75	3,194.25
28	REFUSE COLLECTION	367.50	6,000.00	1,519.17	4,480.83
29	BUNKER GEAR	1,462.93	50,000.00	11,920.80	38,079.20
30	OTHER MINOR EQUIP & SUPPLIES	3,582.51	35,000.00	8,241.33	26,758.67
31	ALS EXPENDITURES	0.00	17,710.00	80.20	17,629.80
32	GRANT EXP-MATCHING	0.00	126,627.00	114,448.80	12,178.20
33	UNIFORMS	537.71	25,000.00	11,376.83	13,623.17
34	ADMINISTRATIVE SUPPLIES	173.73	8,000.00	1,255.40	6,744.60
35	COMPUTER EXPENDITURES	7,659.45	27,450.00	14,253.20	13,196.80
36	M & R EQUIPMENT	5,448.75	37,500.00	7,772.69	29,727.31
37	M & R BUILDING	3,971.45	33,500.00	8,191.56	25,308.44
38	BUILDING SUPPLIES	1,935.00	12,000.00	3,700.11	8,299.89
39	M & R VEHICLE	7,284.50	150,000.00	46,338.28	103,661.72
40	FUEL & OIL	3,892.64	60,000.00	19,890.07	40,109.93
41	HAZMAT DUES	0.00	8,750.00	8,750.00	0.00
42	REIMBURSABLE GRANT EXP-MARC	0.00	125,500.00	0.00	125,500.00
43	ASSISTANCE TO FF'S GRANT-SCBA	0.00	250,000.00	247,177.65	2,822.35
44	TRAINING	8,775.54	110,400.00	17,684.97	92,715.03
45	FIRE PREVENTION	145.97	6,000.00	2,107.73	3,892.27
46	PUBLIC OUTREACH	0.00	6,800.00	0.00	6,800.00
47	ADVERTISING	0.00	2,500.00	20.67	2,479.33
48	PROFESSIONAL SERVICES CONTRACT	11,260.50	77,500.00	14,490.50	63,009.50
49	PROPERTY APPRAISER	7,068.85	98,000.00	28,275.38	69,724.62

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
 INCOME STATEMENT
 FOR THE FOUR MONTHS ENDING JANUARY 31, 2020

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
50	TAX COLLECTOR	72,896.00	133,998.00	108,119.61	25,878.39
51	MISC MEDICAL	1,412.81	16,900.00	5,034.83	11,865.17
52	MISCELLANEOUS	857.45	6,000.00	3,392.18	2,607.82
53	POSTAGE & SHIPPING	(823.53)	1,500.00	264.14	1,235.86
54	PUBLICATIONS	771.76	5,000.00	811.71	4,188.29
55	DUES & MEETING EXPENSE	612.92	11,500.00	7,411.92	4,088.08
56	CENTRAL DISPATCH	0.00	8,500.00	1,962.00	6,538.00
57	VEHICLE/APPARATUS EXP	35,482.55	40,000.00	36,070.30	3,929.70
58	GENERAL FUND	0.00	5,000.00	0.00	5,000.00
59	EQUIPMENT	6,779.34	191,208.00	8,474.34	182,733.66
60	DEBT PAYMENTS-INTEREST	0.00	109,553.00	0.00	109,553.00
61	STATION ARCHITECT	0.00	50,000.00	0.00	50,000.00
62	DEBT PAYMENTS-PRINCIPAL	0.00	180,447.00	0.00	180,447.00
63	IMPROVEMENTS	0.00	106,500.00	0.00	106,500.00
64					
65	TOTAL EXPENSES	742,827.85	8,857,685.00	2,626,389.08	6,231,295.92
66					
67	NET INCOME (LOSS)	3,501,262.23	(149,917.00)	3,410,523.68	(3,560,440.68)