

OCEAN CITY-WRIGHT BOARD OF FIRE COMMISSIONERS

June 4, 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 May 7, 2020 Regular Meeting Minutes**
- 5. Public Comments**
- 6. Acceptance of the April 30, 2020 Financials**
- 7. Business:**
 - A. Approval of Audit FYE 2019**
 - B. Bid Results- Station 3 Bay Floor**
 - C. Approval of Construction Contract- Station 3 Bay Floor**
 - D. Disposals**
- 8. Discussion**
 - A. NWFSC/UWF Fire Station Partnership Update**
 - B. Traffic light Update**
- 9. Adjournment**

Ocean City-Wright Fire Control District
Board of Fire Commissioners'
Regular Meeting Minutes
May 7, 2020

Call to Order

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

Pledge of Allegiance

Roll Call

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

ABSENT: Deputy Chief, Jeff Wagner

Approval of Agenda

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

SECOND: Secretary-Treasurer Bostick

DISCUSSION: None

VOTE: Unanimously Approved

Approval of the April 2, 2020 Regular Meeting Minutes

MOTION: Vice-Chairman Brown made the motion to approve the April 2, 2020 Regular Meeting Minutes.

SECOND: Commissioner Lambert

DISCUSSION: None

VOTE: Unanimously Approved

Public Comments

None.

Acceptance of March 31, 2020 Financials

MOTION: Commissioner Lambert made the motion to accept the March 31, 2020 Financials.

SECOND: Secretary-Treasurer Bostick

DISCUSSION: None

VOTE: Unanimous

Business

A. Disposals - 2 Racetrack Rd Items and 1997 Sutphen Items

Approve the disposals -2 Racetrack Road items that were purchased after the building but stayed with the building when sold; motion amended to remove 1997 Sutphen Items.

MOTION: Vice Chairman Brown made the motion to approve the disposal of items at 2 Racetrack Road.

SECOND: Commissioner Johnston

DISCUSSION: None

VOTE: Unanimously Approved

B. Station 2 Old Generator

MOTION: Commissioner Lambert made the motion to approve the donation of Station 2 Old Generator to Holt VFD.
SECOND: Secretary-Treasurer Bostick
DISCUSSION: Chief Bundrick explained that Holt, a VFD in the north end, would benefit from this generator.
VOTE: Unanimously Approved

C. Sole Source Approval of Motorola Radios – MARC Unit

MOTION: Vice-Chairman Brown made the motion Sole Source Approval of Motorola Radios - MARC Unit.
SECOND: Commissioner Johnston
DISCUSSION: Chief Bundrick stated the amount of the grant is \$125,500. Motorola radios are being used on all MARC Units statewide. The Federal Department of Homeland Security provided funding for these units. Letter to the commissioners and price quote attached.
VOTE: Unanimously Approved

D. Proprietary Approval of Motorola/MARC Unit Service Agreement

Service agreement attached.
MOTION: Vice-Chairman Brown made the motion for proprietary approval of Motorola/MARC Unit Service Agreement.
SECOND: Secretary-Treasurer Bostick
DISCUSSION: Chief Bundrick stated the amount of the service agreement is \$12,061.20
VOTE: Unanimously Approved

DISCUSSION

NWFSC/UWF Fire Station Partnership Update

Chief Bundrick stated no updates available.

Traffic Light Update

Commissioner Johnston stated no updates available.

ADJOURNMENT

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 5:46 p.m.

Edward Tras
Chairman

John Bostick
Secretary-Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING APRIL 30, 2020

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
	REVENUES				
1	COUNTY TAXES - OCW	190,234.78	6,699,863.00	6,487,383.89	212,479.11
2	INTEREST EARNED	7,452.48	40,000.00	39,682.58	317.42
3	MISCELLANEOUS INCOME	0.00	5,000.00	3,852.81	1,147.19
4	FEDERAL GRANT REVENUE	63,810.10	662,582.00	408,699.10	253,882.90
5	STATE INCENTIVE	0.00	0.00	2,878.39	(2,878.39)
6	CONTRACTS REVENUE	247,373.72	1,015,323.00	510,747.44	504,575.56
7	INSPECTION FEES	0.00	1,000.00	275.00	725.00
8	PLAN REVIEW FEES	943.60	9,000.00	14,446.50	(5,446.50)
9	IMPACT FEE REVENUE	4,172.83	0.00	36,442.47	(36,442.47)
10	STATE RETIREMENT CONTRIBUTION	0.00	275,000.00	0.00	275,000.00
11					
12	TOTAL REVENUES	513,987.51	8,707,768.00	7,504,408.18	1,203,359.82
13					
14	EXPENSES				
15	WAGES	238,415.87	3,778,578.00	1,844,713.89	1,933,864.11
16	FICA - EMPLOYERS PORTION	17,589.18	289,062.00	137,371.78	151,690.22
17	MEDICAL INSURANCE	46,294.26	630,000.00	319,062.86	310,937.14
18	DENTAL INSURANCE	1,739.20	26,800.00	12,029.00	14,771.00
19	LIFE INSURANCE	1,352.70	24,200.00	10,357.06	13,842.94
20	NRS RETIREMENT	6,906.12	54,500.00	28,008.69	26,491.31
21	STATE CONTRIBUTION EXP	0.00	275,000.00	0.00	275,000.00
22	RETIREMENT - ER PORTION	130,797.61	1,292,002.00	723,903.99	568,098.01
23	WORKERS COMP	11,627.25	150,000.00	87,678.75	62,321.25
24	VEHICLE & LIABILITY INSURANCE	11,688.65	135,000.00	81,536.52	53,463.48
25	WATER & SEWER	579.86	7,700.00	5,353.17	2,346.83
26	TELEPHONE	1,427.81	18,000.00	9,229.32	8,770.68
27	ELECTRIC	1,276.51	32,000.00	18,561.43	13,438.57
28	NATURAL GAS	174.63	4,500.00	2,068.22	2,431.78
29	REFUSE COLLECTION	404.81	6,000.00	3,277.71	2,722.29
30	BUNKER GEAR	0.00	50,000.00	18,201.43	31,798.57
31	OTHER MINOR EQUIP & SUPPLIES	2,642.84	35,000.00	16,875.76	18,124.24
32	ALS EXPENDITURES	208.75	17,710.00	5,900.20	11,809.80
33	GRANT EXP-MATCHING	0.00	126,627.00	114,448.80	12,178.20
34	UNIFORMS	1,750.08	25,000.00	14,360.44	10,639.56
35	ADMINISTRATIVE SUPPLIES	123.62	8,000.00	1,601.07	6,398.93
36	COMPUTER EXPENDITURES	2,551.61	27,450.00	25,681.32	1,768.68
37	M & R EQUIPMENT	1,546.68	37,500.00	17,784.98	19,715.02
38	M & R BUILDING	1,521.15	33,500.00	12,998.65	20,501.35
39	BUILDING SUPPLIES	1,891.99	12,000.00	7,354.38	4,645.62
40	M & R VEHICLE	9,546.66	150,000.00	72,509.94	77,490.06
41	FUEL & OIL	2,473.78	60,000.00	33,435.13	26,564.87
42	HAZMAT DUES	0.00	8,750.00	8,750.00	0.00
43	REIMBURSABLE GRANT EXP-MARC	0.00	125,500.00	0.00	125,500.00
44	ASSISTANCE TO FF'S GRANT-SCBA	0.00	250,000.00	247,177.65	2,822.35
45	TRAINING	1,924.51	110,400.00	25,067.01	85,332.99
46	FIRE PREVENTION	0.00	6,000.00	2,107.73	3,892.27
47	PUBLIC OUTREACH	0.00	6,800.00	0.00	6,800.00
48	ADVERTISING	314.82	2,500.00	1,319.80	1,180.20
49	PROFESSIONAL SERVICES CONTRACT	95.00	77,500.00	26,667.50	50,832.50

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT
 INCOME STATEMENT
 FOR THE SEVEN MONTHS ENDING APRIL 30, 2020

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
50	PROPERTY APPRAISER	7,068.85	98,000.00	49,481.91	48,518.09
51	TAX COLLECTOR	3,744.94	133,998.00	129,921.41	4,076.59
52	MISC MEDICAL	545.10	16,900.00	7,316.24	9,583.76
53	MISCELLANEOUS	620.67	6,000.00	4,671.20	1,328.80
54	POSTAGE & SHIPPING	185.00	1,500.00	546.56	953.44
55	PUBLICATIONS	0.00	5,000.00	841.69	4,158.31
56	DUES & MEETING EXPENSE	153.00	11,500.00	7,696.92	3,803.08
57	CENTRAL DISPATCH	0.00	8,500.00	4,581.00	3,919.00
58	VEHICLE/APPARATUS EXP	(232.30)	40,000.00	37,150.24	2,849.76
59	GENERAL FUND	0.00	5,000.00	0.00	5,000.00
60	EQUIPMENT	0.00	191,208.00	48,237.08	142,970.92
61	DEBT PAYMENTS-INTEREST	103,676.90	109,553.00	103,676.90	5,876.10
62	STATION ARCHITECT	0.00	50,000.00	0.00	50,000.00
63	DEBT PAYMENTS-PRINCIPAL	657,381.10	180,447.00	657,381.10	(476,934.10)
64	IMPROVEMENTS	0.00	106,500.00	0.00	106,500.00
65	GAIN OR LOSS ON DISPOSAL ASSET	(398,299.20)	0.00	(398,299.20)	398,299.20
66					
67	TOTAL EXPENSES	871,710.01	8,857,685.00	4,588,597.23	4,269,087.77
68					
69	NET INCOME (LOSS)	(357,722.50)	(149,917.00)	2,915,810.95	(3,065,727.95)

Disposal Detail - OCEAN CITY-WRIGHT FIRE CONTROL

System Number: 344.000

Status: Disposed

Department Asset N1073

Description: LAPTOP-TOUGHBOOK 52

Acquired by: Purchase

Disposal General Information

Disposal Date: 06/04/2020

Cash Proceeds: \$0.00

Disposal Method: Abandonment

Non-Cash Proceeds: \$0.00

Expenses of Sale: \$0.00

General Information

	Internal							
Acquisition Date								
Property Type	P							
Placed-in-Service Date	02/23/2009							
Acquisition Value	\$0.00	\$1,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
179 Deduction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
168 Allowance Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current YTD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current Accum	\$0.00	\$1,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current Through Date	06/2020							
Net Book Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Book Information

	Internal							
Gain/Loss	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Recognize?	Yes							
Deferred Date	MM/YYYY							
179 Recapture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ITC Recapture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Disposal Detail - OCEAN CITY-WRIGHT FIRE CONTROL

System Number: 345.000

Status: Disposed

Department Asset N1074

Description: LAPTOP-TOUGHBOOK 52

Acquired by: Purchase

Disposal General Information

Disposal Date: 06/04/2020

Disposal Method: Abandonment

Cash Proceeds: \$0.00

Non-Cash Proceeds: \$0.00

Expenses of Sale: \$0.00

General Information

	Internal						
Acquisition Date							
Property Type	P						
Placed-in-Service Date	02/23/2009						
Acquisition Value	\$0.00	\$1,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
179 Deduction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
168 Allowance Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current YTD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current Accum	\$0.00	\$1,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current Through Date	06/2020						
Net Book Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Book Information

	Internal						
Gain/Loss	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Recognize?	Yes						
Deferred Date	MM/YYYY						
179 Recapture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ITC Recapture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00