

Holt Fire District Commission Meeting Minutes

PLACE: Holt Fire Station, 483 Hwy 90 W, Holt, FL

DATE and TIME of MEETING: 12 November 2024/1830 hours.

ATTENDANCE: Jim Connors, Darry Childs, Stephanie Holcombe, Roger Myers, Fire Chief Scott Chestnut, Daniella Barrow

MEMBERS NOT PRESENT: Dick Russell, Lt. Shelly Chestnut

VISITORS: Timothy Pitzer

EMERGENCY RESPONSES: 498 calls as of 12 November 2024

REVIEW OF PREVIOUS MEETING MINUTES: Meeting minutes from October 2024 were reviewed and approved as amended. Financial report was reviewed and approved for the month of October 2024.

STANDARD AGENDA ITEMS – (Open for Monthly Status Update)

a. Vehicles:

QR-31 – Good

CH-31 – Good – Trying to replace

DC-32 – Good

Engine 31 – Good –

Engine 32 – Good -

Engine 33 – Good

AC-33 –Placing on Facebook page, Appointment only to view, sealed bids open at Dec Meeting

Support 31 – Selling in December

Brush 31 – Good; engine light came on, some kind of sensor, Will hold on to it

QR-32 – Good –

b. Volunteer Membership: 17 volunteers – 13 firefighters, FFI certified, 4 support staff.

OLD BUSINESS

a. Fundraising – Schedule

1) Donation Letter	TBD (Working)	\$
2) Rib Sale	Feb. 2025	\$
3) Rib Sale	May 2025	\$
4) Rib Sale	Oct 2025	\$
5) Gun Raffle	31 Oct 2024	\$
6) Picture Fundraiser	June 2026	\$

b. Mr. Connors: A motion was made and adopted to allow Mr. Connors to talk to a real estate lawyer on the current Fire District's property lines to ensure they are properly marked. Survey completed, the station is encroaching on property, Department Lawyer provided recommendations during meeting on 5 November 24 at 1400. A telephone conversation was made with Ms. Ebanks on the choices on the attached letter from the lawyer. A motion was made and adopted to see into the feasibility of tearing down the truck bays to solve the issue. (Open)

- c. Chief Chestnut: Grants. (Open)
 - 1) We'll also apply for another 50/50 DOF grant for three sets of bunker gear (2 head to toe) at approximately \$8,000. . If awarded, we would have to pay the money up front (approximately \$12,000) and the DOF would reimburse us 50% back, approximately \$6,000. The board approved up to \$11,000 to go toward this grant. A motion was made and adopted to use funds from the impact account and the department will pay back. The Gear was received.
 - 2) Submitting grant for 20 new pagers through DoF due to the new County radio system in October for \$12,000.
 - 3) Will be submitting a Florida Assistance grant for extrication equipment. Estimate \$41,000. The grant was approved; waiting on contract to sign
 - 4) Meeting with grant writer for 2025 grant to purchase a new pumper/tanker. Quoted for \$462,000 and will be working with a committee of 5 on the Federal Grant Due in December of 2024

- d. Chief Chestnut: Active 911 contract ends in March; we will let the contract run out and migrate everything to First Due. Capt. Chestnut attended Baker Fire District meeting 13 February to brief them on the capabilities of the First Due system. The board approved First Due for the District's reporting system. Payment will be via credit card unless there's an extra charge. New software, First Due will be purchased 12 March 24 and check will be sent. The department will work on obtaining and setting up training on the program in 2025. Still working, UPDATE First Due is working will start using 1 January 2025. (Open)

- e. Mr. Connors: Chandler Holloway, an aide for State Rep. Rudman in Tallahassee, will set up a meeting with State Sen. Broxson about additional funding for the new station. 2.5 million requested. Everything has been submitted. Had the meeting the request did not get past committee; we will be the number one priority next year. Will reengage in 2025. We are in the top 3 for funding. Need to get request in ASAP to increase funding to 6 million (Open)

- f. Ms. Holcombe: Specific areas that are likely assessed incorrectly are Anderson Columbia, the airport, businesses in the industrial park, the speedway, just to name a few. Chief Chestnut assigned Marion Arnett and Justin Barrow to this. (Open) Tax roles released, added the solar farms the audit will start 1 Jan 25

- g. Mr. Connors: AC-33 and Support 31. Bids will include price, name and phone number and mailed to HFD's PO box. Vehicles will be sold as is. Neither is operational. (Update) Will post pictures on Facebook and accept appointments to view vehicles for sealed bids. The bids will be opened during the December meeting.

- h. Chief Chestnut: The department will be doing an internal performance review and will be working on new SOPs. (Open)

- i. Chief Chestnut: Proposed talking with Rep. Pat Maney about the need for additional funding for our new fire station. Baker has worked with him the past two years and received \$100,000 in state funding for equipment. Recommend briefing Rep. Maney and Rep. Rudman to help familiarize them with HFD's operations and requirements. Will support us acquiring a new station (Open)

- j. Ms. Holcombe: There are several new laws going into effect 1 July 2024 for Special Districts, need to see what impact they will have on Holt Fire Department. 1 October 2024 the departments goals/objectives must be completed, and an annual report will need to be accomplished and posted online. (Open)

- k. Chief Chestnut: Department Christmas party will be 15 December 2024 at the church at 1900 hours, we have arranged a new caterer for \$2000 with a similar menu from past Christmas parties. A motion was made and adopted to pay for the new caterer for \$2,000. (Open)
- l. Ms. Holcombe: Will be working on a donation letter (flyer) for the department's fundraiser account.
- m. Mr. Connors: Baker Fire District will be holding a open meeting 10 October at 0700 to discuss impact fees with the community. If any Holt Commissioners would like to attend to see what is discussed. The meeting focused on raising impact fee's by 50%. All that is needed is 2 community meetings with community comments on the fee increase. The department will look at raising the fee in 2026

NEW BUSINESS:

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of October.
- b. Chief Chestnut: Scott Kearney is interested in selling the current fire station property to the board, but it would require purchase of the entire property. The board would require an appraisal and then provide him with an offer. An appraisal was received on the current property housing the department at \$375,000. A motion was made and adopted to provide a contingency offer to Scott Kearney dependent on the State changing the color of money we currently have for the new station to purchase the property
- c. Mr. Connors: A motion was made and adopted to nominate Mr. Timothy Pitzer to fill Mr. Russell's seat (Group 4) until the 2026 election cycle.
- d. Chief Chestnut: Submitted a volunteer application for a new member. A motion was made and approved to accept Mr. James McClintock as a new member of the Holt Fire Department.
- e. Chief Chestnut: The Department needs a smaller rescue truck for the solar farm and highway response. Research was done and a used vehicle was found in Texas that would be fit the requirements of the department a motion was made and adopted to purchase the truck for \$26,000 to include transportation costs from the impact account.
- f. Chief Chestnut: Working on an SOP to allow firefighters to take home QR-32 to improve response times.

NEXT MEETING ANNOUNCEMENT and ADJOURNMENT: The next Holt Fire District commission meeting will be held 10 December 2024 at 1830 hours at the fire station. The meeting was adjourned at 20:40 hours.

Jim Connors
Chairperson, Holt Fire District Commission

Attachments:
October Financial Report
Signed Nonrecurring Transaction Letter
Lawyer recommendations on contested property