

Holt Fire District Commission Meeting Minutes

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

DATE and TIME of MEETING: 12 December 2023/1830 hours

ATTENDANCE: Jim Connors, Stephanie Holcombe, Dick Russell, Darry Childs,

MEMBERS NOT PRESENT: Fire Chief Scott Chestnut, Roger Myers, Danielle Barrow, Capt Shelly Chestnut

VISITORS:

EMERGENCY RESPONSES: 460 CALLS AS OF 14 November 2023.

REVIEW OF PREVIOUS MEETING MINUTES: Meeting minutes from November 2023 were reviewed and approved as amended. Financial report was reviewed and approved for the month of November 2023.

STANDARD AGENDA ITEMS – (Open for Monthly Status Update)

a. Vehicles:

QR-31 – Good

CH-31 – Good, having issues but working.

DC-32 – Good

Engine 31 – Good, valve repaired, miscellaneous items

Engine 32 – Good

Engine 33 – Good

AC-33 – Selling in January

Support 31 – Selling in January

Brush 31 – Good, 2 fittings burst during freeze, repaired in Service

QR-32 – Good

b. Volunteer Membership: 17 volunteers – 12 firefighters, FFI certified, 5 support staff.

OLD BUSINESS

a. Fundraising – Schedule

1) Donation Letter	TBD	\$
2) Rib Sale	Feb. 2024	\$
3) Rib Sale	May 2024	\$
4) Rib Sale	6/7Oct 2023	\$ 2356
5) Gun Raffle	31 Oct 2023	\$ 2000
6) Picture Fundraiser	June 2024	\$

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. Called a lawyer; need to have a survey completed. Ms. Holcombe to contact surveyor. Work in progress. (Open)

- c. Chief Chestnut: The District applied for several grants. (Continuing)
 - 1) Grant-writing company (John Storm) will assist with a First Response AFG grant for a new truck and three smaller grants, including a Firehouse Subs grant for battery-powered extraction equipment (cutter, spreader, rams) costing approximately \$25,000. He's trying to loop the vehicle and extraction tools in one grant of about \$300,000. Everything submitted; Total \$400k , working grant the 2nd week in November.
 - 2) Florida Assistance to Firefighter Grant – 5 Scott SCBA's \$39,620.70, shipping mid January
 - 3) AFG Grant -Rescue truck \$357,710.00
Battery Powered extrication tools \$44,198.00-Denial letters for both received last week
- d. Chief Chestnut: Request the Board review the Departments Charter with an attorney to evaluate the possibility of generating funding through legally allowed increases to the fees and assessments and the possibility of finding unknown funding avenues allowed under Florida Law in reference to special districts. Update: Documents were found. (Open)
- e. Chief Chestnut: Requested to replace the active 911 program with Flow MSP. It functions like Active 911 with the additional feature of pre-fire planning function. Cost would be \$600 a year with unlimited access vs \$300 a year for Active 911 with limited device addons. A motion was made and adopted to approve the purchase of Flow MSP for \$600 for 1 year of service. Everything needed is in to get it up and working. Setting up. Training set for 12 October. Will discuss at next meeting, looking at First Due to replace all(Open)
- f. Chief Chestnut: Solar farm falls under our provision as a special commercial property. Need to set an annual tax for FY 2024. The Chief and Ms. Holcombe met with attorney Jon Holloway in July who recommended HFD get with him in November for a legal opinion regarding setting an assessment price for solar farm property. Letter from Jon Holloway ready for Fire Chief's signature (Open)
- g. Mr. Connors: Chandler Holloway, an aide for Representative Rudman in Tallahassee, will set up a meeting with Senator Broxson about additional funding for the new station. 2.5 million requested (Open)
- h. Ms. Holcombe: During the meeting with attorney Jon Holloway, he recommended HFD visit every address on the county tax roll to verify that each property is assess correctly. Specific areas that are likely assess incorrectly are Anderson Columbia, the airport, businesses in the industrial park, the speedway, just to name a few. Chief Chestnut will assign Marion Arnett and Justin Barrow to this. .Drafting letter to Holloway (Open)
- i. Chief Chestnut: The pump service and test passed on all three engines with minor repairs on each that will be completed in January 2024. Carl Day working on several issues (Open)
- j. Mr. Connors: AC-33 and Support 31 will be available for viewing during the February rib sale by those who wish to submit a sealed bid to purchase these two vehicles. Bids will include price, name and phone number and mailed to HFD's PO box. The sale will be announced 1 October via Facebook and Holt Enterprise News with bid opening at the 14 November commissioners meeting. Vehicles will be sold as is. Neither is operational. Holding off on selling vehicles until February 2024. (Open)

NEW BUSINESS:

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of November.
- b. Captain Chestnut: December 17th is the department Christmas party. The department will be in the Crestview Christmas parade. The Santa rounds are tentatively scheduled for the 17th and 23rd of December starting at noon. We are coordinating with the Churches to set up for Santa pictures for residents.
- c. Mr. Connors: Paid DoF grant of \$10,930.25 with fundraiser account.
- d. Mr. Connors: A motion was made and adopted to accept Brian C. Howe as a new member of the Holt Fire Department
- e. Mr. Connors – Would like to add a calendar of events to the SOP/SOG procedures book to ensure continuity for future members.

NEXT MEETING ANNOUCEMENT and AJOURNMENT: The next Holt Fire District commission meeting will be held 9 January 2024 at 1830 hours at the fire station. The meeting was adjourned at 19:05 hours.

Jim Connors
Chairperson, Holt Fire District Commission

Attachments:
November Financial Report
Signed Nonrecurring Transaction Letter