

Holt Fire District Commission Meeting Minutes

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

DATE and TIME of MEETING: 10 December 2024/1830 hours.

ATTENDANCE : Jim Connors, Darry Childs, Stephanie Holcombe, Fire Chief Scott Chestnut, Tim Pitzer

MEMBERS NOT PRESENT: Roger Myers, Lt. Shelly Chestnut

VISITORS:

EMERGENCY RESPONSES: 540 calls as of 10 December 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 Feb Meeting

Support 31 – Advertise in January and open bids in January

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

QR-32 – Good –

b. Volunteer Membership: 18 volunteers – 14 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. Update, the roof of the truck bay is not tied into the main roof (Open)

- c. Chief Chestnut: Grants. (Open)
 - 1) Submitting grant for 20 new pagers through DoF due to the new County radio system in October for \$12,000. Waiting on AFGE grant to complete
 - 2) Will be submitting a Florida Assistance grant for extrication equipment. Estimate \$41,000. The grant was approved; waiting on contract to sign. Check is in the mail, will be closed in the January meeting
 - 3) 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. 14 Feb 25 proposal needs to be in Representative Maney's office but will try and get the proposal into both offices, we will be looking at the cutoff dates to confirm. (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. Pushed back, January we will advertise and then open closed bids during February 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)

1. Ms. Holcombe: Will be working on a donation letter (flyer) for the department's fundraiser account.(Open)

NEW BUSINESS:

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of November.
- 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. Discussed the plan with Scott Kearney and James Watts on purchasing the property, waiting on a decision or counteroffer.
- c. Chief Chestnut: An estimate of \$15,000 to outfit the new truck with lights, siren, wiring and winch to get the new truck operational. A motion was made and adopted to spend \$15,000 to bring the vehicle in service.
- d. Chief Chestnut; The department has acquired a vehicle from the Sherriff's office. Will need to change the title and get it on the department's insurance. We should be able to use the lights and siren from the vehicle we are selling.
- e. Mr. Connors. The auditor has requested a W9 from Holloway and JJ watts as Payees of the department

NEXT MEETING ANNOUCEMENT and ADJOURNMENT: The next Holt Fire District commission meeting will be held 14 January 2024 at 1830 hours at the fire station. The meeting was adjourned at 19:26 hours.

Jim Connors
Chairperson, Holt Fire District Commission

Attachments:
November Financial Report
Signed Nonrecurring TransactionLetter