

## Holt Fire District Commission Meeting Minutes

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

**DATE and TIME of MEETING:** 14 November 2023/1830 hours

**ATTENDANCE:** Jim Connors, Roger Myers, Stephanie Holcombe, Dick Russell, Darry Childs, Captain Shelly Chestnut, Danielle Barrow

**MEMBERS NOT PRESENT:** Fire Chief Scott Chestnut

**VISITORS:**

**EMERGENCY RESPONSES:** 460 CALLS AS OF 14 November 2023.

**REVIEW OF PREVIOUS MEETING MINUTES:** Meeting minutes from October 2023 were reviewed and approved as amended. Financial report was reviewed and approved for the month of October 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
- Engine 32 – Good
- Engine 33 – Good
- AC-33 – Selling in January
- Support 31 – Selling in January
- Brush 31 – Good, 2 fittings burst during freeze, \$500 to fix
- 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; check received \$400k grant working 2nd week in November.
  - 2) Florida Assistance to Firefighter Grant – 5 Scott SCBA's \$39,620.70, Waiting
  - 3) AFG Grant -Rescue truck \$357,710.00  
Battery Powered extrication tools \$44,198.00
- 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 add-ons. 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. (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. (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 assessed correctly. 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 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 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 January 2024. (Open)

#### **NEW BUSINESS:**

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of October.
- b. Captain Chestnut: December 17<sup>th</sup> is the department Christmas party. The department will be in the Crestview Christmas parade. The Santa rounds are tentatively scheduled for the 9<sup>th</sup>, 15<sup>th</sup>, and 23<sup>rd</sup> of December. We are coordinating with the Churches to set up for Santa pictures for residents.

- c. Mr. Connors: A motion was made and adopted to give \$4000 from Gun Raffel to the fundraiser account for the Departments Christmas activities.

NEXT MEETING ANNOUCEMENT and AJOURNMENT: The next Holt Fire District commission meeting will be held 12 December 2023 at 1830 hours at the fire station. The meeting was adjourned at 19:25 hours.

Jim Connors  
Chairperson, Holt Fire District Commission

Attachments:  
October Financial Report  
Signed Nonrecurring Transaction Letter