

Holt Fire District Commission Meeting Minutes

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

DATE and TIME of MEETING: 11 February 2025/1830 hours.

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

MEMBERS NOT PRESENT: Tim Pitzer

VISITORS:

EMERGENCY RESPONSES: 69 calls as of 11 February 2025

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

STANDARD AGENDA ITEMS – (Open for Monthly Status Update)

a. Vehicles:

QR-31 – Good

CH-31 – Good – Will become CH-32, motion made and approved to spend \$1200 on new tires

DC-32 – Good – Going for repair will become QR-32, will be back in a month

Engine 31 – Good –

Engine 32 – Good-

Engine 33 – Good

AC-33 –Selling

Support 31 – Selling

Brush 31 – Good, turning in once Rescue 31 comes in service, in about a month

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/Cancelled	\$
3) Rib Sale	May 2025	\$
4) Rib Sale	Oct 2025	\$
5) Gun Raffle	31 Oct 2024	\$
6) Picture Fundraiser	June 2026	\$

b. Chief Chestnut: . 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. A motion was made and adopted to allow the Fire Chief to plan to tear down truck bays at no cost to the Department or District. UPDATE: Wesley King will do it for salvageable material, Department will need to supply dumpster for non-salvageable material and a hold harmless form will be needed(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 (working)
 - 2) 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. Submitted Dec 19 will find out in July if it is approved – paused will open in March
 - 3) Looking to submit grant for an Enforcer 60 Skid Unit
- d. Chief Chestnut: Active 911 contract ends in March; we will let the contract run out and migrate everything to First Due. UPDATE First Due is working and is being used for reports. (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 Don Gaetz's office but will try and get the proposal into both offices, we will be looking at the cutoff dates to confirm. Funding request of 6 million dollars submitted to both offices. Update: the proposal is being racked and stacked in District 4 under Maney, don't know where we sit. Will turn in to Gaetz's office 13 Feb 25 (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 rolls released, added the solar farms the audit will start 1 Jan 25. New rolls out soon for FY 25-26 (working)
- 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. Pushed back
- h. Chief Chestnut: The department will be doing an internal performance review and will be working on new SOPs. (Open)
- i. 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)
- j. 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, Working (Open)

- k. Chief Chestnut; The department has acquired a vehicle from the Sherriff's office. We should be able to use the lights and siren from the vehicle we are selling. Working
- l. Mr. Connors. The auditor has requested a W9 from Holloway and JJ watts as Payees of the department

NEW BUSINESS:

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of December.
- b. 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. Scheduled in service date 1 February 2025. A motion was made and adopted to powder coat wheels and boxes for \$600 and purchase new tires for \$1200.
- c. Chief Chestnut: Blue Force donated \$7600 to the Holt Fire Department, \$5600 was used to purchase a Kaiser sled and the rest for a Rescue Randy for training. Both came in and will be stored at North Okaloosa for North end Fire Departs to train on.
- d. Mr. Connors: A motion was made and adopted to allow Roger Myers to purchase a new smoker for \$15,000 if it meets the needs of the Department. A motion was made and adopted to increase amount to \$18, 000 to purchase the 700 series smoker and additional reimbursement for travel will be calculated and paid from receipts provided by the individuals who will pick it up.
- e. Chief Chestnut: Would like to sale rib seasoning at next rib sale, will call it "Almost Al's Holt Fire Department Seasoning.
- f. Chief Chestnut: VFIS insurance recommendations:
 - 1. Connect emergency generator, will be looking for a grant
 - 2. SOP's and Department Policies
 - 3. Firefighter physicals:
 - 18-29 every 3 Years
 - 29-50 every 2 years
 - Over 50 every year
 - 4. Hose securement, looking for hose bed covers
 - 5. Vehicle maintenance documentation to include in service weight and height
 - 6. Building maintenance
- g. Chief Chestnut: Received a proposal/request to park a food truck at the old station for \$500 a month from Susan Kersey. Request will be dependent on the building being torn down and Electric, water hook ups. The board is favorable to the request but will table until more information can be acquired.
- h. Chief Chestnut: Request the Department switches from Mediacom to Starlink. The board needs to find out about the requirement for a phone line. Will table until more information can be acquired.
- i. Chief Chestnut: looking to invite Sherri Cox to March Board meeting or set up station tour with one board member. Will look at and get with Mr. Jim Connors

NEXT MEETING ANNOUNCEMENT and ADJOURNMENT: The next Holt Fire District commission meeting will be held 11 March 2025 at 1830 hours at the fire station. The meeting was adjourned at 20:03 hours.

Jim Connors
Chairperson, Holt Fire District Commission

Attachments:

January Financial Report

Signed Nonrecurring Transaction Letter