

Holt Fire District Commission Meeting Minutes

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

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

ATTENDANCE: Jim Connors, Roger Myers, Stephanie Holcombe, Fire Chief Scott Chestnut, Captain Shelly Chestnut, Danielle Barrow

MEMBERS NOT PRESENT: Dick Russell, Darry Childs

VISITORS:

EMERGENCY RESPONSES: 406 CALLS AS OF 12 September 2023; we're about 60 calls ahead from this time last year and have had a number of structure fire calls lately.

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

STANDARD AGENDA ITEMS – (Open for Monthly Status Update)

a. Vehicles:

QR-31 – Good

CH-31 – Good, having issues but working

DC-32 – Good; overheated again due to bad thermostat and head gasket, board approved \$3,000 to repair; still working

Engine 31 – In Service.

Engine 32 – Good

Engine 33 – Good

AC-33 – Selling

Support 31 – Selling

Brush 31 – Good, running in place of QR 31; 2 fittings burst during freeze, \$500 to fix

QR-32 – Deputy using

b. Volunteer Membership: 18 volunteers – 13 firefighters, FFI certified, 5 support staff.

OLD BUSINESS

a. Fundraising – Schedule

1) Donation Letter	TBD	\$
2) Rib Sale	10/11 Feb. 2023	\$1,800
3) Rib Sale	26/27 May 2023	\$3,724
4) Rib Sale	6/7 Oct 2022	\$
5) Gun Raffle	31 Oct 2022	\$
6) Picture Fundraiser	June 2023	\$2078

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) 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)
- d. 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 (Open)
- e. 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)
- f. Chief Chestnut: Josh Rainey would like to put an ice machine on 490 US90 fire department property. A motion was made and adopted to charge him \$500 a month and he would be responsible for electric and water bills. Update: Josh Rainey has paid the first and second month's rent which is going into the fundraising account. (Open)
- g. Chief Chestnut: Need to purchase annual Breast Cancer T-shirts. A motion was made and adopted to give \$1,000 from the fundraising account to purchase shirts. (Open)
- h. 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. (Open)
- i. 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. (Open)

NEW BUSINESS:

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of August.
- b. Mr. Connors: A motion was made and adopted to approve a budget of \$135,000 for fiscal year 2024. Dawn Paul drafted a line-item budget with a new building line of \$100,000 for review.
- c. Chief Chestnut: The pump service and test passed on all three engines with minor repairs on each that will be completed in January 2024.

- d. Chief Chestnut: The Chief recommended we donate out-of-commission Engine 31 to Magnolia Volunteer Fire Department (near Blountstown, FL). A motion was made and accepted to donate the truck to Magnolia VFD. Mr. Connors will get the title to the Chief.
- e. Mr. Connors: We will cook 171 racks of ribs at the October rib sale, 72 on Friday and Saturday and 27 Friday afternoon to sell Saturday morning. Captain Chestnut requested to grill hamburgers and hotdogs for the rib crew.
- f. Mr. Connors: 1,000 gun raffle tickets have been ordered. He will hand them off to Captain Chestnut.
- g. 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.
- h. Jim Connors was voted to continue as chairman of the board of commissioners.
- i. NEXT MEETING ANNOUCEMENT and AJOURNMENT: The next Holt Fire District commission meeting will be held 10 October 2023 at 1830 hours at the fire station. The meeting was adjourned at 1946 hours.

Jim Connors
Chairperson, Holt Fire District Commission

Attachments:
June Financial Report
Signed Nonrecurring Transaction Letter
FY 2024 Approved Budget