

## Holt Fire District Commission Meeting Minutes

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

**DATE and TIME of MEETING:** 10 March 2026/1830 hours

**ATTENDANCE:** Jim Connors, Stephanie Holcombe, Tim Pitzer (via Phone), Chief Scott Chestnut, Darry Childs, Roger Myers, Capt Shelly Chestnut

**MEMBERS ABSENT:**

**VISITORS:**

**EMERGENCY RESPONSES:** 128 calls as of 10 March 2026.

**COST RECOVERY:** Submissions: 3 Funds gained: 0

**REVIEW OF PREVIOUS MINUTES:** Meeting minutes from February 2026 were reviewed and approved as amended. The financial report was reviewed and approved for the month of February 2026.

**STANDARD AGENDA ITEMS – (Open for Monthly Status Update)**

a. Vehicles:

QR-31 – Good

CH-31 – Good

Engine 31 – Good

Engine 32 – Good

Engine 33 – Repairs made, awaiting pump test

AC-33 – Selling, equipment is out

Support 31 – Selling, pulling out equipment

QR-32 – Good/Issues, no repairs needed

QR-33 - Good

RES-31 – Good Engine on pump went est. \$1500 to replace. Motor is in

b. Volunteer Membership: 22 Volunteers – 16 Firefighters, 6 Support Staff.

## OLD BUSINESS

a. Fundraising Schedule

1) Donation Letter		\$
2) Rib Sale	Feb. 2026	\$2629
3) Rib Sale	May 2026	\$
4) Rib Sale	10 & 11 Oct. 2025	\$3,745
5) Gun Raffle	31 Oct. 2025	\$2,100
6) Picture Fundraiser	June 2027	\$
7) Haunted house	22, 23, 24, 29, 30 Oct. 2026	\$1,335

b. Chief Chestnut: Truck bay. Need to remove concrete encroaching neighboring property and frame out a door into the structure (OPEN)

- c. Chief Chestnut: Grants. (OPEN)
  - 1) Pumper/tanker grant. Grant is on hold while the government is shut down. Submitted
  - 2) The 2025 Assistance to Firefighters Grant will reopen as soon as the government reopens. 100% grant for 2 air packs, 4 bottles and 2 masks for \$23,000. Shipped awaiting paperwork to send to the State. Emailed all documents, awaiting check.
- d. Mr. Connors: Fire station funding. Discussed situation with Nathan Boyles and he will do some research on coming up with money for the new station, will change proposal to reflect. He stated it was smart to go for a new engine. (OPEN)
- e. Chief Chestnut: AC-33 and Support 31 have been pushed to March. Bids will include price, name and phone number and mailed to HFD's PO box. Vehicles will be sold as is. Neither are operational. Bid for explorer submitted for \$802 accepted. Will open up bids for the ambulance. Bids will close on 6 April 2026(OPEN)
- f. Chief Chestnut: The Department will be doing an internal performance review and will be working on new SOPs. Planning on doing 2 a week, should be done in 3 months. (OPEN)
- g. Chief Chestnut: Purchasing current property. Purchase of property requires buying two parcels. Current appraisal was \$375,000. Made a purchase offer Scott Kearney dependent on the State changing the color of money we currently have for the new station to purchase the property. Still no decision or counteroffer. Will check with Mr. Kearney for a decision. (OPEN)
- h. Chief Chestnut: Rescue 31. Received the Kussmall truck charging system, awaiting installation. The truck has an exhaust leak. It will be sent to Fort Walton Beach for repairs. Cost to repair is unknown. (OPEN)
- i. Chief Chestnut: VFIS insurance recommendations (OPEN)
  - a. Connect emergency generator, will be looking for a grant
  - b. SOPs and department policies
  - c. Firefighter physicals: (to be discussed at 13 November 2025 firefighter training meeting)
    - i. 18-29, every 3 years
    - ii. 29-50, every 2 years
    - iii. Over 50, every year
  - d. Hose securement: Looking for hose bed covers. We should have quotes for three engines for the next meeting. Engine 32 will be first. (Working)
- j. Chief Chestnut: Fire station lighting. A motion was made and adopted to spend \$1500 to replace lighting via a self-help project. Offices and exterior lighting is all that need to be replaced (OPEN)
- k. Mr. Connors: Impact fee referendum. Spoke with Paul Lux, supervisor of elections, regarding putting referendum on the ballot to increase impact fees. Referendums must go on a general election ballot, not a primary ballot. Next general election ballot is November 2026. He needs a final copy NLT end of July 2026. Must contain a clearly worded title not to exceed 75 words. Board approved a referendum to increase to \$1 dollar a square foot for residential and \$2 a square foot for commercial property with a caveat to be able to increase the fees above the current percentage as needed. New fees would go into effect in 2027. North Okaloosa Fire District Chief Dennis McMaster offered to share with us the referendum he put together last year. Mr. Connors will take a draft to attorney Jon Holloway to write the referendum. Mr. Connors will speak with attorney Jon Holloway. (OPEN)

- l. Ms Holcombe: Sen. Gaetz will look at doing away with five-year assessment review of requirements if fire districts can prove it is redundant to other required documents. Sen. Gatez's office has requested all fire districts provide copies of documentation or data related to performance review required under Florida Statute that shows redundancies to the five-year review. Need to budget for the \$25K Audit due in 3 years. (OPEN)
- m. Mr. Pitzer: Capt. Chestnut will pursue StarLink for business with an option for a VOIP land line. Cost for startup under a business plan is \$2,192. Once Star Link is up and running, the current communications package will be terminated, and the telephone number will be transferred. The board approved \$3,000 for the new Internet service. Update: Looking to keep up with current service and see if MediaCom can lower bill. Will also check for cost with Cox. No Change (Open)
- n. Chief Chestnut: FPL and MOSS had concerns with our department email being a yahoo address. We have looked a .org email through GoDaddy for \$70.84 a year. Will follow up with Capt. Chestnut. A Motion was made and approved to go with GoDaddy for \$216.90 for 10 years to get .org emails and a .org URL. The department will keep the .com site as well (open)
- o. Chief Chestnut: The motor for the skid unit on the rescue truck went out and need to replace it with a new Briggs and Straton motor. A motion was made and adopted to pay up to \$3000 from the operations account to purchase a new motor. Update ordered. Had to order pump-motor combo from Hale. Will be selling motor purchased. (Open)
- p. Chief Chestnut: Would like to repair and pump test Engine 33 to put it back in service. A motion was mad and adopted to spend up to \$3000 out of the operations account to repair and test. Waiting on a pump test (Open)
- q. Chief Chestnut: \$200,000 donation from FPL for a new truck has been deposited, an additional \$50,000 is being donated by MOSS. The department would like to purchase and build a specialized response vehicle to meet the needs of FPL solar farm. Justin Barrow and Carl Day briefed the board and provided a detailed estimate to build the vehicle. A motion was made and adopted to build the vehicle for \$180,000 based on the estimate provided. Working (Open)
- r. Mr. Pitzer: A motion was made and adopted to approve contingent on the receipt of the \$50,000 from MOSS the outfitting of the 2 donated F-150" for emergency responses with small CAF systems for a total of \$247,000 of the donated \$250,000. Money has been deposited from MOSS; work will progress on the two F-150's. Parts are coming in for the F-350, which will be the main focus on getting it complete by April 2026(Open)
- s. Ms. Holcombe: Working on the department's donation letter looking for inputs and will try to have them mailed out by March 15<sup>th</sup>. Waiting on information (Working)

**NEW BUSINESS:**

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of February.
- b. Mr. Connors: Emailed assessments for review, need to have results submitted by June 2026
- c. Mr. Connors: Mr. Meyers found an individual to repair the smoker

**NEXT MEETING ANNOUNCEMENT AND ADJOURNMENT:** The next Holt Fire District commission meeting will be held on 14 April 2026 at 1830 at the Fire Station. The meeting was adjourned at 19:23 hours.

Jim Connors  
Chairperson, Holt Fire District Commission

**Attachments:**

1. February Financial Report
2. Signed Non-recurring Transaction Letter