

Holt Fire District Commission Meeting Minutes

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

DATE and TIME of MEETING: 10 June 2025/1830 hours.

ATTENDANCE: Jim Connors, Stephanie Holcombe, Darry Childs, Roger Myers, Danielle Barrow, Fire Chief Scott Chestnut, Tim Pitzer (via phone)

MEMBERS NOT PRESENT: Capt. Shelly Chestnut

VISITORS: Edward Chapman

EMERGENCY RESPONSES: 254 calls as of 10 June 2025

REVIEW OF PREVIOUS MEETING MINUTES: Meeting minutes from April 2025 were reviewed and approved as amended. The financial report was reviewed and approved for the month of April 2025.

STANDARD AGENDA ITEMS – (Open for Monthly Status Update)

a. Vehicles:

- QR-31 – Needs a new seal; quote is in work
- CH-31 – Good
- DC-32 – Going to repair, will become QR 32
- Engine 31 – Good
- Engine 32 – Good
- Engine 33 – Good
- AC-33 – Selling, pulling out equipment
- Support 31 – Selling, pulling out equipment
- QR-32 – Good
- RES-31 – In Service very soon

b. Volunteer Membership: 19 Volunteers – 15 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	\$ 2195
4) Rib Sale	Oct 2025	\$
5) Gun Raffle	31 Oct 2024	\$ 1,900
6) Picture Fundraiser	June 2026	\$

b. Chief Chestnut: A motion was made and adopted to look into the feasibility of tearing down the Truck Bays to resolve the issue with a property dispute. UPDATE: the roof of the Truck Bay is not tied to the main roof. Motion was made and adopted to all the Fire Chief to plan to tear down the Truck Bays at no cost to the Department or District. UPDATE: Wesley King will accomplish the work in exchange for the salvageable material; Department will need to supply a dumpster for non-salvageable material; Department and Wesley King need to accomplish a “Hold Harmless” form. UPDATE: Wesley King has been able to work two days and has made progress; weather-permitting, work will continue for

approximately two more weeks. One dumpster has been hauled off; work should finish soon. Wesley finished, need to rent equipment to cut and remove concrete. (OPEN)

- c. Chief Chestnut: Grants. (OPEN)
 - 1) Submitted grant for 20 new pagers through DoF due to the new County Radio System, installed in October 2024, for \$10,000 (WORKING). We will know something in the first week of June. Total Quote was \$16, 149.95. Did get, will write check from impact account
 - 2) Meeting with Grant Writer for 2025 Grant to purchase a new Pumper/Tanker. Quoted for \$462,000 and submitted December 19, 2024. Will find out in July 2025 if Grant has been approved. Might be moved to August.
- 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. Program fully functional (OPEN)
- e. Mr. Connors: Chandler Holloway, an Aide for State Representative Joel Rudman in Tallahassee, will set up a meeting with State Senator Broxson about additional funding for the new Station. \$2.5M has been requested. Everything has been submitted. Had the meeting but the request did not get past Committee; we will be the "Number One" priority next year. Will re-engage in 2025. We are in the Top 3 for Funding. Need to get request in ASAP to increase funding to \$6M. 14 February 2025 Proposal needs to be in Senator 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 \$6M submitted to both offices. UPDATE: The Proposal is being racked and stacked in District 4 under Representative Maney; we do not know where we sit. Will turn into Senator Gaetz's Office on 13 February 2025. UPDATE: We have submitted the Proposal to both Representative Maney's Office and to Senator Gaetz's Office. (OPEN)
- f. 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 the February meeting. Pushed back. UPDATE: Hold off AC-33 and Support-31 until Memorial due to current level of HFD Activity and impending change to Insurance Rates if vehicles are operational. Intend to align maintenance and fixes with date of sale to minimize fiscal impact. Pushed back to October Rib Sale (OPEN)
- g. Chief Chestnut: The Department will be doing an internal performance review and will be working on new SOPs. (OPEN)
- h. Ms. Holcombe: Need to place HFD Goals and Objectives on the Website; an Annual Report needs to be accomplished and posted online. Bill in Capital to eliminate this requirement (OPEN)
- i. Chief Chestnut: Scott Kearney is interested in selling the current Fire Station Property to the HFD 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 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. UPDATE: Motion made and adopted to meet with James Watts' office with intent to renew our Property Lease. New Lease until 28 Feb 29(OPEN)

- j. Chief Chestnut: The department has acquired a vehicle from the Sheriff's Office. We should be able to use the lights and siren from the vehicle we are selling. UPDATE: Motion made and adopted to allow Chief Chestnut funds not to exceed \$1,000 in order to fix and perform maintenance on the vehicle acquired from the Sheriff's Office. Looking at \$1700 worth of parts, \$4000 total to bring vehicle up to safety standards. A motion was made and adopted to spend \$4000. Cam Phase sensors replaced for \$3,380.71, O2 sensors and brakes still need to be replaced. Emergency lighting being installed. Update: A motion was made and adopted to spend \$600 for the O2 sensor. (WORKING)
- k. 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 March 2025. A motion was made and adopted to powder coat wheels and boxes for \$600 and purchase new tires for \$1200. UPDATE: There will be a Christening Ceremony for the New Truck; details will come out from Chief once closer to the event; Crew is *very* excited. Being driven to make sure everything is working; Lettering will be completed next week A push-in ceremony will be scheduled once in service. Plan on driving to Firefighter Challenge in Mississippi. Waiting to put in service. (Open)
- l. Chief Chestnut: VFIS insurance recommendations:
 - a. Connect emergency generator, will be looking for a Grant
 - b. SOP's and Department Policies
 - c. Firefighter physicals:
 - 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 Working should have quotes for 3 engines next meeting
- m. 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. UPDATE: Chief emailed content and terms to Susan Kersey; still awaiting to hear word back. Trailer is self-sufficient, no hook ups are needed. Will be open Monday and Tuesday and Thursday and Friday. They would also like to continue doing sides for Rib Sales. Want to do a month to month lease for \$300 plus electric. A motion was made and adopted to accept proposal (OPEN)
- n. Chief Chestnut: Request the Department switch 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. UPDATE: There is no cost difference or savings if the Department switches to Starlink and so we will reach out to MediaCom to request consideration for any possible reduction in costs. (OPEN)
- o. Chief Chestnut: Recommends updating all lighting in the Station to LED to include outside. Working on a quote (OPEN)

NEW BUSINESS:

- a. Mr. Connors: A motion was made and adopted to approve non-recurring transactions for the month of May.
- b. Mr. Connors: Mr Edward Chapman will brief on 2024 Audit; he reported no findings. Signed documents for turn into the State.
- c. Mr. Connors: Turned in new assessments for FY26 to County tax office
- d. Mr. Connors: Next rib sale will be 10 and 11 October 25, we will be cooking 240 ribs

NEXT MEETING ANNOUNCEMENT and ADJOURNMENT: The next Holt Fire District commission meeting will be held 8 July 2025 at 1830 at the Fire Station. The meeting was adjourned at 1944 hours.

Jim Connors
Chairperson, Holt Fire District Commission

Attachments:
May Financial Report
Signed Non-recurring Transaction Letter