

East Niceville Fire District

1709 27th STREET NICEVILLE, FLORIDA 32578 PHONE 678-2311

November 9th 2021 Meeting Minutes

Call to Order

The meeting of the East Niceville Fire Commission was called to order by Chairman Schwab at the East Niceville Fire Department at 6:00PM. Chairman Schwab led the Pledge of Allegiance and gave the invocation.

Roll Call

Commissioner's Evans, Tisa, Revell and Schwab were in attendance Chief Birch and Deputy Chief Kramer also in attendance.

✓ Vacant Commissioner Seat

Commissioner Schwab moves to name Charles Mauk to the vacant commissioner's seat, seconded by Revell. Motion passes with none opposed.

Approval of October Minutes

Chief Birch read the October Minutes to the Board

✓ Commissioner Revel made a motion to accept the October minutes. Seconded by Chairman Schwab. Motion passes.

Treasurers Report

✓ Dep Chief Kramer presented a snapshot of the current financials of the district to include all monies coming in from various refunds and any notable monies being paid out. The districts complete total of money in all three accounts to include the C.D. is \$216,110.40 Motion to accept the treasurers report made by Schwab seconded by Revell Motion passed

Dep Chief Kramer than gave a brief synopsis of how the district receives it's funds from the tax collectors office and an approximate payment schedule throughout most of the year ending in April.

✓ Old Business

Retaining Carl Riggs and Ingram as the district's auditor required by the state. A discussion amongst all the commissioners led by Chairman Schwab on possibly securing a different CPA in the future. Revell

- ✓ moves to approve the Engagement Letter with Carl Riggs and Ingram, Seconded by Evans motion passes. Chairman Schwab signs the Engagement letter agreeing to pay \$24,250 for the district's next audit.
- ✓ Dep. Chief Kramer than explained to the board about a reoccurring bill charged by the tax collectors office for the collection of revenues that are paid by our residents. The charge is roughly \$3000 a quarter for the tax collector's services.

✓ **New Business**

The district's medical plan for employees was discussed Chief Birch and Dep Chief Kramer briefed the board that they were looking at the current plan for renewal with a \$10,000 increase as well other plans and options with our agent. A decision will be made next meeting.

- ✓ A discussion by Chairman Schwab concerning the sick leave sell back for the three employees that were hired prior to FY2009. It was decided by the board to continue the practice. A number of options were addressed.
- ✓ A Christmas Bonus was decided for the personnel of \$300.00 Motion to give the employees \$300.00 was made by Tisa seconded Schwab, motion carries. Bonus will be handed out first pay period in December.

✓ **Chief's Report**

✓ **Adjourn**

After no further business, the meeting was adjourned at 6:45PM

The next meeting was scheduled for December 14th 2021

Respectfully Submitted

Chief David S. Birch