

**SAN CARLOS PARK FIRE DISTRICT
REGULAR BOARD MEETING
DECEMBER 8, 2022**

RECORD OF PROCEEDINGS FROM NOVEMBER 10, 2022 REGULAR BOARD MEETING:

Commissioner Hathaway opened the regular board meeting at 6:00 p.m.

Pledge of Allegiance

Moment of Silence

ROLL CALL

Chairperson Darleen Hathaway, Vice-Chair Craig Weinbaum, Treasurer Steve Tokarz, Secretary Matt Fields, and Commissioner Mark Stirns attended. Chief Cambareri, Assistant Chief Van Brunt and Secretary Jennifer Bossi also attended.

RECORD OF PROCEEDINGS

There were no corrections to the October 13, 2022 Regular Board Meeting Minutes. *Commissioner Hathaway stated that the Record of Proceedings stand approved as read.*

TREASURER’S REPORT

Commissioner Weinbaum moved to dispense with the reading of the accounts and read totals only. Commissioner Stirns seconded. The motion was voted upon, with no questions, the motion carried unanimously.

Commissioner Tokarz read the October 2022 Treasurer’s Report.

With no questions, Commissioner Hathaway stated that the Treasurer’s Report stands approved for audit.

Commissioner Stirns moved to dispense with the reading of the bills and read totals only. Commissioner Weinbaum seconded. The motion was voted upon, with no questions, the motion carried unanimously.

Previously paid bills:	\$ 47,775.26
Payroll tax deductions:	\$ 194,657.58
Debit memos:	\$ 264,928.95
Monthly Bills to be paid:	<u>\$ 142,813.53</u>
Grand total:	\$ 650,175.32

Commissioner Stirns motioned to pay the bills; Commissioner Weinbaum seconded. The motion was voted upon, with no questions, the motion carried unanimously.

CHIEF’S REPORT

TRIM Determination Letter – The District is still waiting for a determination letter from the Department of Revenue that states the District met the certification requirements.

Board Organization– Just a reminder that Article III, Section 2 of the Bylaws states “at the December meeting each year, the Board shall elect from its members, a Chairperson, Vice Chairperson, Secretary and Treasurer. The Secretary and Treasurer may be the same person.”

Christmas – Once again the staff is set to help needy families in our area with meals and presents at Christmas. As in past years, we would like permission to use the petty cash account for all the money donated and dispersed to needy families.

Commissioner Weinbaum motioned to allow the use of petty cash funds for all the money donated for needy families; Commissioner Stirns seconded. The motion was voted upon, with no questions, the motion carried unanimously.

Fire & Rescue Calls – The San Carlos Park Fire Protection and Rescue Service District ran a total of 460 fire and rescue calls for the month of October 2022. Assistant Chief Van Brunt reviewed the fire/rescue comparison sheet. Chief Cambareri also updated the Board on the September 2022 calls which increased from 453 to 579 which is a 52% increase. (Hurricane Ian)

Thank you Letters – Chief Cambareri presented the Board with several thank you letters for their review.

OLD BUSINESS

MW Horticultural Lien – Chief Cambareri updated the Board on the lien at MW Horticultural. The lien has been settled and restitution is being wired to the District accounts. Release of Lien has been filed with the Clerk of Courts.

Hurricane Ian Recovery – Chief Cambareri informed the Board on the District recovery process.

Softball Tournament – Chief Cambareri presented the Board with the Runner Up “D” bracket trophy that staff received and thanked the Board for their continued support.

NEW BUSINESS

Resolution 2022-05 – Chief Cambareri presented the Board with Resolution 2022-05 which was suggested by District auditors with Grau & Associates regarding the investment policy. Discussion ensued.

Commissioner Weinbaum motioned to adopt Resolution 2022-05. Commissioner Stirns seconded. The motion was voted upon, with no questions, the motion carried unanimously.

MOU with Florida Division of Emergency Management – Chief Cambareri presented the Board with a MOU with the Florida Division of Emergency Management regarding WeatherSTEM. With all questions answered, a motion was made.

Commissioner Tokarz motioned to enter into agreement with the Florida Division of Emergency Management to have Weather STEM installed at the station for a weather monitoring system. Commissioner Weinbaum seconded. The motion was voted upon, with no questions, the motion carried unanimously.

Useppa Fire District Mutual Aid Request – Chief Cambareri discussed with the Board on the need for a marine unit on Useppa Island. Discussion ensued.

PUBLIC INPUT

None

Commissioner Hathaway adjourned the meeting at 6:34 p.m.

Respectfully Submitted,

Commissioner Matthew Fields
Secretary