



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Kenny Edge; Seat 4: George Mirabella; Seat 5: Michael Jenkins

DISTRICT MEETING AGENDA

February 10, 2025

Members of the public who wish to comment on matters before the District Board may do so in person at 1 East Drive, Key Largo, Florida.

1. AGENDA

1a. *Call to Order*

1b. *Pledge of Allegiance*

1c. *Roll Call*

2. APPROVAL OF AGENDA & MINUTES

2a. *Approval of February 10, 2025 District Meeting Agenda*

2b. *Approval of January 20, 2025 District Meeting Minutes*

3. PUBLIC COMMENT

4. CHAIRMAN REPORT

5. SECRETARY REPORT

6. OLD BUSINESS

6a. DISCUSSION: *Status of Streamline Integration [Mirabella/Greco]*

6b. DISCUSSION: *Surplus of Squad [Jones]*

7. NEW BUSINESS

8. LEGAL REPORT

9. FINANCE REPORT

10. AMBULANCE CORPS REPORT

11. FIRE DEPARTMENT REPORT

11a. *KLVFD December 10, 2025 Business Meeting Agenda/Minutes*

11b. *KLVFD December 2024 Treasurer's Report*

The KLFR&EMS District Mission is to provide *exceptional* fire protection and emergency medical services *efficiently* and *cost-effectively* without compromising the health or safety of residents or personnel.

www.klfirerescueems.com



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12. COMMISSIONER ITEMS

13. NEXT MEETING

March 10, 2025 District Meeting (if required)

March 24, 2025 District Meeting (if required)

14. ADJOURN

DOCUMENTS

AI 2b. Draft January 20, 2025 District Meeting Minutes

AI 6b. Email Regarding Surplus of Squad

AI 11a. KLVFD December 10, 2025 Business Meeting Agenda/Minutes [No January 2025 Meeting]

AI 11b. KLVFD December 2024 Treasurer's Report

Request Form to the Chairman or request to speak via Zoom.

2b.



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DISTRICT MEETING AGENDA

January 20, 2025

Members of the public who wish to comment on matters before the District Board may do so in person at 1 East Drive, Key Largo, Florida.

1. AGENDA

1a. *Call to Order*

Chairman Allen called to order the January 20, 2025 District Meeting at 6:00 PM

1b. *Pledge of Allegiance*

Commissioner Mirabella led the Pledge of Allegiance.

1c. *Roll Call*

Carol Greco called the roll. The following Commissioners were present: Chairman Anthony Allen, Commissioner Conklin, Commissioner Edge, Commissioner Mirabella and Commissioner Jenkins. There was a quorum.

Also present in person were Carol Greco, Dirk Smits, Chief Don Bock, Capt. Garrido, Lt. Mumper and Jennifer Johnson.

2. APPROVAL OF AGENDA & MINUTES

2a. *Approval of January 20, 2025 District Meeting Agenda*

Chairman Allen made a ***motion to modify the Agenda to add Item 7a*** made ***motion to approve the purchase of MES Hydrant Assist Valve***. Commissioner Jenkins seconded, and the Board unanimously passed the motion.

2b. *Approval of December 9, 2024 District Meeting Minutes*

Commissioner Mirabella made ***motion to approve the December 9, 2024 District Meeting Minutes as corrected***. Commissioner Conklin seconded, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

None



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4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. DISCUSSION: J. Angle On-Site Interviews Request [Greco]

The Clerk led a discussion regarding J. Angle's request for on-site and/or video conference of the Audit Committee along with personnel/staff from the Key Largo Fire and Key Largo Volunteer Ambulance to occur the week of March 17, 2024. Will put together email to the committee and department heads to further identify and schedule meetings with the J. Angle group.

6b. DISCUSSION/APPROVAL: Custom EMS Module for UTV with All Design Inc. [Mumper]

Lt. Mumper led a discussion regarding the custom EMS Module for the UTV, which is a custom product to include a canopy for the mule, stretcher compartment, gear storage, etc. for patient care; approximate cost of \$8,675.00, Need to have purchasing policy waived as this is a custom product. Commissioner Mirabella asked for photos, which were provided via cell phone.

Commissioner Mirabella made ***motion to waive the District's Purchasing Policy to go with All Design, Inc. for the Custom EMS Module for the UTV.*** Commissioner Jenkins seconded, and the Board unanimously passed the motion.

6c. DISCUSSION: Selection of Silver Ships Vessels [Jones]

Capt. Jones discussed the status of the fire boat; recommended filing an extension to apply for the grant. Further discussions to be addressed at the Strategic Planning Meeting on February 10, 2025. Commissioner Mirabella would like to drop the purchase altogether as this would include providing staffing for the boat; no place to dock vessel at this time. The \$300k grant would not address all these aspects of having the vessel. Commissioner Conklin suggested that each board member provide bullet point for discussion as to pros/cons to address/consolidate at the strategic planning meeting. Commissioner Conklin provided comment regarding history of the department with fire boat/water rescue. Commissioner Edge further discussed the \$300k grant and the need for fire boat. Commissioner Conklin inquired as to how many volunteers the department currently has; as of now none.



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The deadline to apply for the extension of the Grant is February 14, 2025; Chief Bock will address.

6d. DISCUSSION/APPROVAL: Additional District Funding Needed for Fire Boat [Bock]

Chief Bock was inquired that if we have ILA money whether we allocate to building or boat? No response from County Attorney. Commissioner Edge commented on a communication with Attorney O'Connor regarding ILA which now wants a study for hydrants. Attorney Smits further commented that as of now there are many variables surrounding the ILA money and how it will be distributed. May require further communications with Commissioner Raschein.

6e. DISCUSSION: Status of AFG Grant [Jones]

Pending.

6f. DISCUSSION: Status of Service Plaques [Conklin]

Commissioner Conklin had the services plaques made for Former Commissioner Powers and Clerk Faye. To tentatively present at the next meeting.

6g. DISCUSSION: Increase of Contractor Salaries

Ms. Jones commented that the medical director's salary increase was verbally discussed at the last meeting. Get a contract from Dr. Morrison and bring back to next meeting. We also need to plan on budgeting for Finance and Chief, etc.

7. NEW BUSINESS

7a. DISCUSSION: Approval to Purchase MES Hydrant Assist Valve [Mumper]

Commissioner Mirabella made ***motion to approve the purchase of the MES Hydrant Assist Valve (\$18,860.00)***. Commissioner Jenkins seconded, and the Board unanimously passed the motion.

8. LEGAL REPORT

Attorney Smits further commented on the previous discussions regarding ILA money Back to ILA money for and fire boat, building, hydrants (capital), which may require political intervention.



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Further discussions we had regarding insurance policies that are in the name of the departments and not the district. Assets owned by the district should be in that name. Jennifer Johnson to inquire.

9. FINANCE REPORT

None

10. AMBULANCE CORPS REPORT

10a. KLFREMS November 2024 Statistics

10b. KLFREMS December 2024 Statistics

Chairman Allen inquired as to the status of the ambulance surplus. Commissioner Mirabella also commented on the surplus of the generators and squad. Capt. Jones will provide additional information regarding this vehicle.

11. FIRE DEPARTMENT REPORT

11a. KLVFD November Treasurer Report

11b. KLVFD December Treasurer Report

11c. KLVFD November Agenda/Minutes

11d. KLVFD December Agenda/Minutes

Chief Bock provides no fires of significance. There were 8 applicants; 5 responded to test, 2 dropped out; 1 no show.

12. COMMISSIONER ITEMS

Commissioner Mirabella commented on the status of the Streamline webhosting transition; status of clerk interviews.

13. NEXT MEETING

February 10, 2025 District Meeting (if required)

February 10, 2025 Strategic Planning Workshop

February 24, 2025 District Meeting (if required)

February 24, 2025 Strategic Planning Workshop

Commissioner Jenkins ***motion to cancel*** the February 24, 2025 District Meeting/Strategic Planning Workshop, unless required. The next District Meeting/Strategic Planning Workshop will be February 10, 2025. Commissioner Edge seconded, and the Board unanimously passed the motion.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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14. ADJOURN

Commissioner Edge made a ***motion to adjourn*** the meeting at 6:38 PM. Commissioner Jenkins seconded, and the Board unanimously passed the motion.

Request Form to the Chairman or request to speak via Zoom.

6b.



BRINDLEE MOUNTAIN FIRE APPARATUS
15410 Hwy, Union Grove, AL 35175 - (256) 776-7786

PURCHASE OFFER

Reference: 2013 Ferrara Pumper from Key Largo VFRD - FL (the "Apparatus")
Date Quoted: 02/05/2025

Chris Jones,

Thank you for allowing Brindlee Mountain Fire Apparatus, LLC ("BMFA") the opportunity to provide an offer to purchase the Apparatus. We are pleased to offer Key Largo VFRD - FL ("Seller") \$95,000 for the purchase of the Apparatus, subject to the terms and conditions set forth herein.

The offer is valid for acceptance by Seller until 02/19/2025. **Seller must communicate acceptance of this offer to BMFA via email or otherwise in writing on or before 02/19/2025.** If Seller accepts this offer on or before the date set forth above, this offer becomes a contract of purchase and sale of the Apparatus.

Seller shall release the Apparatus to BMFA on or before 03/05/2025. All ground ladders, discharge caps, intake plugs, generators (permanently mounted and portable), cascade systems and cascade bottles, and permanently mounted items such as light towers, shall remain with the Apparatus and shall be released to BMFA.;The apparatus tires shall not be older than 7 years, and shall have a minimum tread depth of 4/32 on steering axles, 2/32 on non-steering axles, and no punctures, cuts to the cord, bulges or sidewall separation.

BMFA shall pay Seller the full purchase price via Check or Wire Transfer at the time of or prior to the release of the Apparatus.

Seller shall provide a pump test certificate for the Apparatus dated within 30 days prior to the release date with results satisfactory to BMFA, including proper operation of the pressure governor, relief valve, primer, and foam system if applicable.

The quote is contingent on the Seller providing NDT or ultrasound results confirming that any rusted frame and/or structural components meet OEM specifications. If such documentation is not provided, the quote will be considered invalid.

Seller represents and warrants that the description, condition, and specifications of the Apparatus provided to BMFA are true and correct. Any Apparatus with a light tower must be fully functional unless other provisions are agreed upon with BMFA.

Seller represents and warrants that all prior damage of any type (including but not limited to collision, fire, flood, and material rust or delamination on frame rails or structural components) has been disclosed to BMFA prior to Seller's acceptance of this offer. Seller shall immediately disclose to BMFA any damage to the Apparatus occurring after Seller's acceptance of this offer. In the event of such damage, at BMFA's option the purchase price of the Apparatus shall be adjusted downward to account for such damage and

Seller and BMFA shall negotiate in good faith to determine the amount of such purchase price adjustment.

Prior to payment of the purchase price by BMFA, Seller shall provide BMFA with a copy of the title (or in the circumstance set forth below the manufacturer's statement of origin or certificate of origin ("MSO or MCO") of the Apparatus reflecting the Seller as the owner of the Apparatus. Seller represents and warrants that the Apparatus will be sold to BMFA free and clear of any liens or other encumbrances. Seller shall deliver the vehicle title for the Apparatus, free of all liens, to BMFA within ten (10) days after final payment by BMFA. An MSO or MCO is acceptable only from original vehicle manufacturer and is not considered as proof of ownership from the Seller except when the state in which the purchaser is located does not require registration or title on emergency vehicles and a copy of that state's current law or statute clearly stating the exemption is provided by Seller with the MSO or MCO.

The apparatus must be completely drained of water and foam prior to shipment or being stored outside prior to shipment. To effectively drain the truck of water, remove all caps and plugs (store on the truck in a compartment), open all intake/discharge valves halfway, and open all drain valves to include the pump cooler and auxiliary cooler. Failure to drain all water from the truck prior to shipment could result in damage to the fire apparatus and corresponding repairs will be performed at the expense of the seller. Any foam agent left on the apparatus will be properly removed and disposed of according to current safety and environmental standards at the expense of the seller.

BMFA's obligation to purchase the Apparatus is contingent upon Seller's representations and warranties hereunder being true and correct and Seller's performance of its obligations hereunder. In the event Seller's representations and warranties hereunder are not true and correct or Seller does not perform its obligations hereunder, at BMFA's option the purchase price of the Apparatus shall be adjusted downward to account for such matters and Seller and BMFA shall negotiate in good faith to determine the amount of such purchase price adjustment. BMFA's remedies set forth herein are in addition to any and all other rights and remedies that may be available to BMFA at law, at equity or otherwise.

This offer shall be governed by, construed, and enforced in accordance with the laws of Alabama. The undersigned by execution and delivery of this Agreement do hereby submit to the exclusive jurisdiction and venue of the state and federal courts of Marshall County, Alabama.



Accept & Sign

Seller

Signature:

Date:

Brindlee Mountain Fire Apparatus

Signature:

Date:

11a.



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

Business Meeting

DATE: December 10, 2024

AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes November 2024
6. Treasurer's Report November 2024
7. Committee Reports
8. Legal Report
9. Membership Review
10. Old Business
11. New Business
 - A. Board Vacancy
 - B. Reinstatement of Saul Diaz
12. Membership Discussion
13. Adjournment



KEY LARGO FIRE DEPARTMENT

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.org

Business Meeting

Date: December 10, 2024

Board members in attendance were Jason Mumper, Travis Wilson and Don Conord. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 7:04 pm by Jason Mumper.

2. Approval of Agenda

Travis Wilson seconded by Don Conord moved approval of the agenda. Motion carried unanimously.

3. Announcements

- 4 new hires are onboard.
- Department of Health inspection is upcoming.

4. Public Comment - None

5. Approval of Minutes

Don Conord seconded by Travis Wilson moved approval of the November 2024 minutes. Motion carried unanimously.

6. Approval of Treasurer's Report

Travis Wilson seconded by Don Conord moved approval of the November 2024 Treasurer's Report. Motion carried unanimously.

7. Legal Report - None

8. Membership Review - None

9. Old Business – None

10. New Business

- Upon motion and second by Don Conord and Travis Wilson, Ron Mobley was elected to fill the civilian position on the Board.
- Upon Motion and second by Don Conord and Travis Wilson, Saul Diaz is reinstated.

11. Membership Discussion - None

12. Adjournment

There being no further business, the meeting was adjourned at 7:10 pm upon motion and second by Don Conord and Travis Wilson.

Kay Cullen

Recording Secretary

11b.

Key Largo Volunteer Fire Department
Treasurer's Report
December 2024

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Total</u>
Beginning Balance	\$124,084.69	\$3,750.67	\$621.17	\$128,456.53
<u>Revenues</u>				
Revenues & Reimbursements	211,002.61			211,002.61
Donations				0.00
T-Shirts/Sweaters				0.00
Misc Income - State of Florida	3,540.00			3,540.00
Interest	51.61	1.15	0.26	53.02
Total Revenues	214,594.22	1.15	0.26	<u>\$214,595.63</u>
<u>Expenditures</u>				
Payroll Expenses	208,383.03			208,383.03
Employee's Share Health Insurance	-2,105.32			-2,105.32
Health Insurance	18,478.92			18,478.92
Background Checks				0.00
Repairs & Maintenance	1,040.00			1,040.00
Cell Phone				0.00
Licenses & Permits				0.00
Professional Fees		1,200.00		1,200.00
Training				0.00
Supplies	649.00	6.00		655.00
Dues & Subscriptions	506.99			506.99
Total Expenditures	226,952.62	1,206.00	0.00	<u>\$228,158.62</u>
Ending Balance	111,726.29	2,545.82	621.43	\$114,893.54
IRS Penalties (NSF)				0.00
TRANSFERS				0.00
Balance before Adjustment	111,726.29	2,545.82	621.43	\$114,893.54
Adjustment to arrive at Actual	-25.99	0.00	0.00	-25.99
ACTUAL BALANCE @ MO END	\$111,752.28	\$2,545.82	\$621.43	<u>\$114,919.53</u>
*Payroll Liabilities	-25.99			
Fixed Asset Purchases				
Total Adjustments	<u>-25.99</u>			