Almarante Fire District Board of Fire Commissioner meeting

P. O. Box 700 Laurel Hill Fl 32567

Being held at 3710 Old California Rd Laurel Hill FL 32567

May 8th 2025 6:30 pm

**Minutes**

1. **Meeting called to order: @** 1831 by Chairman Moneypenny

**2**. **Roll call of Commissioners**: Moneypenny x,Roberts x,Kline **absent**, Danner x, Caproni x

 Officers- Chief Jaycocks\_, Deputy Chief Folkerts,Captain Brown and Lt Bryan all present

 Guest Chief McMasters, Chris Henderson

**3**. **Board of Commissioners Meeting Minutes Approval**

 a. Reading of minutes- Approval of minutes motion Danner 2nd Caproni

\*\* Public Discussion Held Ahead of Other Business\*\*

 Chief McMasters brought contract from North Okaloosa, lease to be extended to April 1 2026 at rate of $1. Voices concerns over engine not being used per agreement, and the potential to place own volunteer dept.

MOTION OPEN Old Business Danner 2nd Caproni

**4**. **Old Business:** Motions needed for discussions or tabled

 a. Purchasing credit cards – Tabled until next meeting

 b. Update on commissioners shirts, job shirts, and class-B as approved by board – order never placed with original vendors, new vendor out of budget

 c. Update on Eng 53 – possible brokerage with SEMS

 d. Station generator estimate - $12,875 without fuel

 e. Hazmat contaminates on Almarante property removed for disposal

 f. Chairman update from our legal dept for Almarante Fire Dept structure as a non-profit entity or a government entity and codification. Attorney to hold special meeting pending public update 5/27 or 06/03

 g. Website/Email update – Tabled until next meeting

 h. Impact Fees receiving process – Continue as is for now, gift donated for 14 years of records keeping

 i. Hose and ladder test – All passed, no failures. Treasurer signed check to pay SEMS $2957.00

 5. **New Business:** Motions needed for discussions or tabled Motion by Danner 2nd Roberts all approved

 a. Almarante Fire Board will abide by Florida State Statutes, Okaloosa County ordinance and Almarante By-laws only. Motion\_Cap\_2nd Judson\_\_

 b. Resignation of Kathleen Moneypenny as the appointed Assistant to the Secretary. Position was filled on the April meeting by Commissioner C. Caproni.

 c.Workers Compensation paperwork. To be officially removed from the Chief’s duties. Due to numerous errors and our most recently cancellation for not properly filling out documents. These duties fall under the Secretary as elected officials. Secretary Caproni to assume all secretarial duties involving documents and required paperwork for different entities and insurances. Motion Danner 2nd Roberts

 d Treasurer Danner to oversee accounting process by our accountant Edward Chapman. To include billing, budget and spending authorities.

 e. Resend SOP for Chief spending authority of $1000.00 per day. Motion Cap 2nd Danner

 f. Performance review/discussion of Fire Chief. Motion to relieve Chief Jaycocks made by Caproni 2nd Danner, Roberts nay. Chief Jaycocks offered resignation. Resignation accepted by Chairman Moneypenny. Chris Henderson requests public record of Chief’s duties.

 g. Engine 54 Body repairs quote Sunbelt Fire. Total cost of repairs are estimated at $12,613.00

 h. Air-pack flow test $65.00 each pack

 i. Mask fit tests $35.00 each

 j. Fiber optic quote - Tabled

 k. Discussion on workshop from April 29th, 2025

 6. Motion to Adjourn Cap 2nd Roberts Approved by all. Time 2138

 Next scheduled meeting is June 12th 2025 @6:30PM

 Location 3710 Old California Rd Laurel Hill Fl 32567

Approval by Chairman Moneypenny \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_