



**BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING**

**January 11, 2011**

**MINUTES FROM DECEMBER 14, 2010 REGULAR BOARD MEETING**

Commissioner Schweers opened the meeting at 5:00 p.m.

Silent Prayer

Pledge of Allegiance

**ROLL CALL**

Commissioner Messana, Commissioner Partin, Commissioner Schweers, Commissioner Philp and Commissioner James were present.

**PUBLIC COMMENT ON AGENDA ITEMS**

None.

**ITEMS TO BE PULLED FOR DISCUSSION**

No items to be pulled for discussion.

**CONSENT AGENDA**

*Commissioner Partin made a motion to approve Consent Agenda items 1-6 as presented. Commissioner Messana seconded, all were in favor, motion carried.*

**ADMINISTRATIVE AGENDA**

1. **ENTER INTO AN INTERLOCAL AGREEMENT WITH LEE COUNTY FOR ACCESS AND USE OF WATER WELLS.** Brief explanation by Chief Vanderbrook. *Commissioner Messana made a motion to approve Administrative Agenda item 1. Commissioner James seconded, all were in favor, motion carried.*
2. **APPROVAL OF RESOLUTION (AS TO FORM) FOR DELINQUENT ACCOUNT LIEN PROCESS. THE FORM SHALL BE ADOPTED SUBJECT TO ONE REVISION; GENERAL COUNSEL SHALL SIGN EACH RESOLUTION ATTESTING TO FORM OF THE DOCUMENT.** Chief Vanderbrook provided a brief explanation. *Commissioner Partin made a motion to approve Administrative Agenda item 2. Commissioner Philp seconded, all were in favor, motion carried.*
3. **WRITE-OFF PREVENTION FEE ACCOUNTS RECEIVABLE GREATER THAN 90 DAYS OLD IN THE AMOUNT OF \$5,759.42 AND REMOVE THE LATE PAYMENT FEE FROM THE EFR FEE SCHEDULE ADOPTED 12/10/08.** *After discussion, Commissioner Messana made a motion to approve the write-off of prevention fee accounts receivable greater than 90 days old in the amount of \$5,759.42. Commissioner Philp seconded, all were in favor, motion carried.*

## **WALK ON ITEMS**

1. **DECLARE 1 PORTABLE RADIO AS SURPLUS AND AUTHORIZE EFR TO DISPOSE OF ASSET.** *Commissioner Partin made a motion to approve Walk on Item 1. Commissioner Philp seconded, all were in favor, motion carried.*

## **FIRE CHIEF'S REPORT**

- Certified District Manager course successfully completed by Chief Vanderbrook, Finance Director White and HR Director Conway – certificate presented at FASD Annual Conference
- FASD Annual Conference, June 14-16, 2011 – contact Kim Poli if you wish to attend
- Administrative office closed December 24-31, 2010
- Annual Report – provide paragraph to Kim Poli by January 17, 2011
- Unleaded fuel process – explanation by Assistant Chief Wahlig
- Investments – Finance Director noted matured CD; Commissioner Philp and Finance Director White will meet with 5/3 Bank
- 2011-2012 Budget – Vanderbrook noted he has met with the crews and will be meeting with administration after the holidays; separate Budget Workshop will be held in March or April
- IRS information provided Commissioners
- Financial Plan – consensus by the Board for Finance Director White to update the financial plan
- 2010/2011 Budget – Commissioner James inquired whether any concerns thus far; Chief Vanderbrook noted no concerns at this time
- 2011 Calendar – PRM Lindenmuth noted calendar sales and approximately 500 calendars remain
- Toy Drive – explanation by PRM Lindenmuth
- Financial Software – consensus by the Board for Finance Director White to research financial software

## **PUBLIC COMMENT**

None.

## **COMMISSIONER ITEMS**

No Commissioner items.

*Commissioner Philp made a motion to adjourn.*

Meeting adjourned at 5:58 p.m.

**Respectfully submitted,**

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**Bruce A. Philp, Secretary-Treasurer**