



**MINUTES  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
September 13, 2022  
6:00 PM**

**MEETING CALLED TO ORDER BY COMMISSIONER POOLE AT 6:00 PM. THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER POOLE AND INVOCATION WAS LED BY COMMISSIONER MURPHY. COMMISSIONER NEAL CARTER HAD AN EXCUSED ABSENCE.**

**Public Comment:** No public comment.

**CONSENT AGENDA**

**Agenda Item; Approve the minutes from the August 9, 2022, Regular meeting.** *Commissioner Delp made a motion to approve the minutes from the August 9, 2022, regular meeting as written. Commissioner Labrato seconded the motion. All were in favor; motion carried.*

**ADMINISTRATIVE AGENDA**

**Agenda Item; Treasurer's Report.** Commissioner Delp presented the treasurer's report. As of August 31, 2022, the fiscal year to date expenses represent 82% of the annual budgeted expenses. The district received \$1,729 in impact fees for the month of August. There were no unforeseen expenses for the month of August. *Commissioner Delp made a motion to accept the Treasurer's Report as read. Commissioner Labrato seconded the motion. All were in favor; motion carried.*

**Agenda Item; Approve recommendation to renew general liability and workers' compensation insurance coverage with agent Wayne Hood, Underwood Anderson.** Wayne Hood was present to discuss any changes and answer any questions the Board of Fire Commissioners may have had. Mr. Hood presented the following quotes for the 2022/2023 fiscal year renewal:

Worker's Compensation	\$154,875.00
Commercial P&A	\$69,150.00
AD&D	\$13,069.00
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	\$237,094.00

*Commissioner Labrato made a motion to approve the renewal of the district's liability, workers' compensation and accidental death and dismemberment insurance for fiscal*

*year 2022/2023 with Underwood Anderson for a total insurance cost of \$237,094.00. Commissioner Delp seconded the motion. All were in favor; motion carried.*

**Agenda Item; Review Medical Direction Services Contract for renewal, no recommended changes.** Dr. Kim Landry MD, P.A. has been employed with Midway Fire District on a contractual basis as an Independent Contractor to provide the services of Medical Director since 2008. He provides clinical oversight, leadership, protocol, and policy development. Dr Landry also oversees quality assurance, quality improvement services, identifies training deficits in the EMS system, provides field observation of EMS personnel rendering patient care, and conducts and sponsors medical research and clinical trials of new treatments or equipment. The contract in place is reviewed annually by the Midway Fire District Board of Fire Commissioners to ensure compliance and satisfaction.

*Commissioner Murphy made a motion to approve the renewal of the Medical Direct Service Agreement for the fiscal year period beginning October 1, 2022 and ending on September 30, 2023. Commissioner Delp seconded the motion. All were in favor, motion carried.*

**Agenda Item; Camper Purchase and Mold Mitigation.** On July 9, 2022, it was reported and noted that the air conditioner at Station 37 was not working properly. King Air was called in to assess the problem. It was determined that the circuit board inside the fresh air handler had burned up. The replacement part was not readily available and had to be built by Carrier, the manufacturer. Due to a one month down time of the fresh air handler, the station suffered a significant moisture issue in the attic space. The severity reached to the point of some ceiling lights shorting out, mold growth and about 20% of the ceiling tiles developed water damage along with the insulation around the AC ducts became saturated. Once the fresh air handler was replaced, A1 Inspection Services did a microscopic examination of fungal spores, fungal structures, hyphae and other particulates was done by swab samples. Once the examination was completed A1 Inspection Services suggested completing a mold remediation. Due to this remediation, the living area of the station must be vacant prior to the start of remediation and until a reexamination by A1 can be completed. Four local remediation companies evaluated the station and provided a scope or work report. At the time of this Commissioner meeting, not all vendors had submitted their proposals, so a specific company has not yet been selected at the time of the recommendation being written. All four companies were in an agreement that the remediation project would take 3-4 months to complete.

To accommodate living arrangements for the on-duty crews, several options were evaluated to house the firefighters during remediation. It was determined that purchasing new campers from a local vendor would be most cost effective with the least amount of disruption to emergency services. Gander RV and Carpenters Campers submitted quotes. *Commissioner Murphy made a motion to approve the Fire Chief to hire a local mold mitigation company to correct or repair any issues allowing moisture instruction but not to exceed \$128,000.00 and to approve the purchase of two 30'10" Aspen Trail campers from Carpenters Campers, for a total of \$67,898.00 with the intent of adding them to*

*surplus and selling them upon completion of the mitigation. Commissioner Labrato seconded the motion. All were in favor; motion carried.*

**Agenda Item; Review Fire Chief's annual performance evaluation.** Each year, each of the Chief Officers, Fire Chief included, complete a performance evaluation for all employees. Each of the five Fire Commissioners complete a performance evaluation for the Fire Chief. The evaluations are scored for individual standards on a scale of one through five, with five being the highest. The total score of each evaluation is then averaged together to provide an overall evaluation score. For fiscal year 2022 Chief Kanzigg earned a total averaged score of 4.98 out of 5 on his performance evaluation. *Commissioner Murphy made a motion to accept the Fire Chief's annual performance evaluation and moved to ensure that Chief Kanzigg is included in the 7% pay increase the department is provided each year. Commissioner Labrato seconded the motion. All were in favor; motion carried.*

**Chief's Report.**

**Adjourn;** *Commissioner Murphy made a motion to adjourn the meeting. Commissioner Labrato seconded the motion. All were in favor, motion carried. Meeting adjourned at 6:46 PM.*

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**Neal Carter, Chairman**

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**Date**

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**Bob Murphy, Secretary**

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**Date**