

Agenda Item

Subject: Review of Minutes – Regular meeting – May 13, 2025

Commissioners present: Travis Glaze, Tommy Green, Bob Wagner, and Jack Wilson.
Commissioners absent: Mike Buckingham

Staff present: Chief Sasser; Deputy Chief Landis; Division Chief Wagner, Karen Hall and Attorney DC Matthews

The meeting was called to order by Chairman Green at 5:30 p.m.

Employee Recognitions – Chief Sasser recognized Firefighter Tyler Perez and Executive Assistant Karen Hall on the completion of their probation periods and presented them with their employment challenge coin.

Public Comments - There were no public comments.

Chief Reports


- a. **Beach Safety Report** – Deputy Chief Landis reviewed the Beach Safety Report for April 2025.
- b. **Training Report** – Chief Sasser reviewed the Training Report for April 2025.
- c. **Inspection Report** – Chief Sasser reviewed the Inspection Report for April 2025.
- d. **Overtime Report** – Chief Sasser reviewed the Overtime Report for April 2025.
- e. **Medical Report** – Deputy Chief Landis reviewed the Medical Report for April 2025.
- f. **New Work Schedule Update**- Chief Sasser updated the Board on the progress of the new work schedule.

Review of Minutes – The minutes of the regular meeting for April 8, 2025, were presented. Commissioner Wilson made a motion to approve the minutes as presented, seconded by Commissioner Wagner. With no further discussion, the motion was approved unanimously.

Review of Financial Report – Division Chief Wagner reviewed the March 2025, financial report. Commissioner Wagner made a motion to approve the report as presented, seconded by Commissioner Glaze. With no further discussion, the motion was approved unanimously.

Old Business

- a. **Dock at 127 Calhoun Avenue** – Chief Sasser stated one of the two fingers for the dock is complete and said B&W Service contractor would like to be present when the new boat is delivered to ensure there are no issues with this dock extension.



b. Marine Vessel Update - Chief Sasser said the vessel is being tested in the water to ensure there are no issues. The anticipated pick up of the vessel is in a week and a half.

New Business

a. Mid-Year Budget Adjustments - Division Chief Wagner presented the Mid-Year budget adjustments. Commissioner Wagner made a motion to approve the budget adjustments presented, seconded by Commissioner Glaze. With no further discussion, the motion was approved unanimously.

Next Meeting – Chairman Green announced the next regular meeting to be held on Tuesday, June 10, 2025, at 5:30 p.m.

Adjournment - With no additional business to be discussed, the meeting adjourned at 5:53 p.m.

