

**Matlacha/Pine Island Fire Control District
Minutes for Regular Commissioner Board Meeting
August 25, 2021**

Call to Order: Commissioner Player called the meeting to order at 5:00 p.m.

Invocation: Commissioner Dreikorn led everyone in the invocation.

Pledge of Allegiance: Commissioner Player led everyone in the Pledge of Allegiance.

Roll Call: Commissioner Player, Dreikorn, DeLacey, and Price were present. Commissioner Cammick was present via phone. Chief Mickuleit, Assistant Chief Davis, Assistant Chief Allen, Captain Simer, Firefighter Cicoria and O'Leary. Attorney Beverly Grady was present via phone.

Setting of Agenda: Chief Mickuleit asked the Board to add a discussion of medical director under new business. **Commissioner Dreikorn moved to approve the agenda as amended, Commissioner Cammick seconded. Motion passed unanimously.**

Approval of Minutes:

July 28, 2021 Regular Meeting Minutes –**Commissioner Price moved to accept minutes as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

Treasurers Report: 7/24-8/20/21 Presented by Commissioner DeLacey. Commissioner Dreikorn asked about the donation received. Chief Mickuleit, explained that it was from the Gathering Grove and the Board approved at the last meeting to use the funds for shift personnel. **Commissioner Dreikorn moved to accept the Treasurers Report as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**

Cash Disbursements: 7/24-8/20/21 Presented by Commissioner DeLacey. **Commissioner Dreikorn moved to accept the cash disbursement as presented. Motion seconded by Commissioner Cammick. Motion passes unanimously.**

Accounts Compilation Report: Presented by Chief Mickuleit. **Commissioner Dreikorn moved to accept Accountants compilation Report. Motion seconded by Commissioner Price. Motion passes unanimously.**

Commissioners' Expenses: None

Guest Speakers: None

Public Comment: None

Firefighters: Captain Simer spoke on the hurricane guidelines for boating safety and how they are working well so far. Commissioner DeLacey asked about the unattended vessels and our

liability. Captain Simer explained that if the boat needs to be towed, we can reach out to the sheriff or FWC, who can tow the boat without liability.

Union: None

New Business:

1. RESOLUTION NO. 2021-007: A RESOLUTION OF THE MATLACHA/PINE ISLAND FIRE CONTROL DISTRICT OF LEE COUNTY, FLORIDA, AMENDING THE DISTRICT'S DISBURSEMENT POLICY, AND AUTHORIZING FINANCIAL INSTITUTION SIGNERS, AND PROVIDING FOR AN EFFECTIVE DATE.

Chief Mickuleit explained the changes to the current policy. These changes would allow the Chief or Assistant Chief's to be the second signer in the instance that two Board signatures are not available. Commissioner Cammick asked about the process for our resolutions and if they should be posted on the website along with the minutes as a way to keep the public informed. Chief Mickuleit suggested that if there is a resolution passed during the meeting it can be attached to the minutes when uploaded to the website. The Board agreed. **Commissioner Dreikorn moves to accept the resolution as presented. Motion seconded by Price. Motion passed unanimously.**

2. Medical Director: Chief Mickuleit presented an amended agreement for the current medical director, Dr. Rodi, who has graciously offered to extend the agreement to September 30th at no cost to the District, since we were not able to use him to his full potential due to COVID. Commissioner Dreikorn asked about what our options will be past Sept 30th. Chief and Assistant Chief of EMS are in the process of looking for a new medical director and will have something for the Board at next month's meeting. Commissioner Dreikorn asked if the Board could be presented the options at least 2 weeks in advance so that a thoughtful decision could be made at the September meeting. Assistant Chief Allen also offered to provide the Board with a listing of directors interviewed and what they bring to the table. **Commissioner Dreikorn moves to accept the addendum as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

Old Business:

1. Station 2 re-build update: Chief Mickuleit explained that Beverly has reached out to the neighbor to the North. They are willing to sell a portion of their land, however they are concerned that the cell phone tower may be expanded in the future, which is not the current Board's plan. Commissioner Dreikorn noted that although the current Board does not plan to do anything to the cell phone tower, which they are not able to bind future Board's to that decision, and the property owner should be made aware. TDM will be working up what additional land will be needed to build Station 2 and possibly add a landing zone. There was discussion of how much land would be necessary.

Chief's Report:

- Station 2 and 3 both have a roof leak. We are in the process of getting bids, it looks like it will be about \$5,000 to get them both repaired.

- The whole county is strained currently with the surge in COVID. Specifically the paramedic on 152 has been browned out 80% of the time in the last month.
- Landing zone concerns, Mosquito Control is planning on selling the Doug Taylor location which is currently being used as a landing zone. The next closest area would be off of Woodstock, which is not ideal. Commissioner Dreikorn would like to make it a priority to find a safe spot which is also centrally located. Assistant Chief Allen noted that Air Methods will take a fly over of any property that we are considering to make sure that it will meet their criteria. Mosquito control has stated that the district will be the first to know when the property becomes available for sale. It will be brought up to EMS at a future meeting with the Chief's, but they are not expecting much input from EMS on the matter. Commissioner Dreikorn is willing to reach out to Lee County BOCES on the matter if we are able provide some numbers behind the need. Commissioner Cammick feels that we should look into paving Woodstock, if that would be less expensive than purchasing Doug Taylor.
- Back to school
- CPR class taught to the VFW employees
- Thanks to the staff for the improvements to Station 4 landscaping
- We now have sand and bags available to the community
- Mandated masks again for employees. There are a few employees currently out and we are grateful for the remaining staff filling the overtime and coming in on short notice.
- Commissioner Player asked about the sick leave policy that was discussed at the prior meeting. Beverly and Chief are working on it.
- Assistant Chief of fire presented the monthly call report. We are up about 14%. Commissioner Dreikorn asked if our response time has any effect on our ISO rating. Chief explained that the only thing that ISO is concerned with is fire calls. Commissioner Dreikorn questioned if there is any community outreach that can be done. It is difficult to know exactly what the cause of the fires are that we have, usually the report from the state fire Marshall comes back as undetermined.

Public Comment: Firefighter Cicoria spoke up about the smoke detector program that the district had a few years ago which gave us the opportunity to go into people's homes and give them suggestions on safe practices and location of smoke detectors. Chief noted that we do have the public safety line item in the budget which we can allocate a portion to smoke detectors next year to bring back that program.

Executive Session: (Union Contract)

The Board resolved into executive session.

The Board resolved back into regular session.

Good of the District:

None

Adjournment:

Commissioner DeLacey moved to adjourn. Motion seconded by Commissioner Cammick. Motion passed unanimously.

Meeting adjourned.

Respectfully submitted,
Sarah Miles
District Administrative Assistant

Board Secretary

SUBJECT TO BOARD APPROVAL

RESOLUTION NO. 2021-007

A RESOLUTION OF THE MATLACHA/PINE ISLAND FIRE CONTROL DISTRICT OF LEE COUNTY, FLORIDA, AMENDING THE DISTRICT'S DISBURSEMENT POLICY; AND AUTHORIZING FINANCIAL INSTITUTION SIGNERS, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Matlacha/Pine Island Fire Control District Board of Commissioners has adopted the "Matlacha/Pine Island Fire Control District Board of Commissioners Guidelines" which includes cash disbursement policies; and

WHEREAS, the Matlacha/Pine Island Fire Control District has a Cash Handling Policy which includes authorizations for certain individuals to sign checks for payment of District expenditures; and

WHEREAS, The Board of Commissioners has directed review and revision of Board Guidelines and Financial Management Policies; and

WHEREAS, this is an amendment to the Cash Disbursement Guideline.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF COMMISSIONERS OF THE MATLACHA/PINE ISLAND FIRE CONTROL DISTRICT of Lee County, Florida, that:

- Section 1. CASH HANDLING PROCEDURES POLICY as to Cash Disbursements is hereby adopted and amended as set forth in Exhibit A attached hereto and incorporated herein and to be incorporated into the Matlacha/Pine Island Fire Control District Board of Commissions Guidelines.
- Section 2. The individuals authorized for signature on checks in conformance with District policy as two (2) signatures are required on each check:
- a. One signature shall be a member of the Board of Commissioners; and
 - b. The second signature may be either:
 - (i) the Chief
 - (ii) Assistant Chief of Fire
 - (iii) Assistant Chief of EMS
 - (iv) A member of Board of Commissioners
- Section 3. The cash disbursement policy as reflected in Exhibit B is repealed and of no further force and effect.
- Section 4. This resolution will take effect immediately upon its adoption.

DULY ADOPTED at a public meeting this 25 day of August, 2021.

MATLACHA/PINE ISLAND FIRE CONTROL DISTRICT


Tonya Player, Chairperson 8/25/21
Date

ATTEST: 
Neil Price, Secretary 8/25/21
Date