

**Matlacha/Pine Island Fire Control District
Minutes for Regular Commissioners Board Meeting
July 24, 2024**

Call to Order: Commissioner Player called the meeting to order at 5:02 p.m.

Invocation: Commissioner DeLacey led everyone in the invocation.

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

Roll Call: Commissioners Player, Cammick, Price, Hernandez and DeLacey were present. Chief Mickuleit, Assistant Chief Davis, Assistant Chief Allen, Finance Manager Miles, Admin Assistant Kerr, Captain Adema, Captain Simer, Firefighters Vilchez, Saunders, Bernard, Young, and Stanley, and District Attorney John Miller were present.
Public: Art Castellanos

Setting of Agenda: Commissioner Price moved to approve the agenda as presented. Motion seconded by Commissioner Cammick. Motion passed unanimously.

Approval of Minutes:

1. June 24, 2024, Workshop Meeting Minutes Commissioner Hernandez moved to accept the minutes as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.
2. June 26, 2024, Regular Meeting Minutes Commissioner Cammick moved to accept the minutes as presented. Motion seconded by Commissioner Price. Motion passed unanimously.

Treasurers Report: 6/22/24 – 7/19/24 Presented by Commissioner Cammick. Commissioner Price moved to accept the Treasurers Report as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

Cash Disbursements: 6/22/24 – 7/19/24 Commissioner Cammick moved to accept the cash disbursements as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

Accountants Compilation Report: Finance Manager Miles presented the month end report for June 30, 2024. Commissioner Hernandez moved to accept the Accountants Compilation Report. Motion seconded by Commissioner Cammick. Motion passed unanimously.

Commissioners' Expenses: None.

Guest Speakers: None.

Public Comment: None.

Firefighters: Captain Simer informed the Board that the crew will get to meet the survivor of a bad call they ran back at the beginning of the summer. It is always great when the crew gets to see it come full circle.

Union: None.

Old Business:

1. **Station 2 update/ Architecture Preliminary Design:** Architect Art Castellanos presented the board with the updated design changes of the additional bay, which was requested at the previous meeting. With this change and a few other minor changes he has updated the

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estimated building cost as well as an additional cost to his contract. If the board would like to continue with this design, it will be an additional \$19,000 in design fees and will increase the total build amount to \$3.5M. There was discussion related to the longevity of this building and the possibility of future needs. **Commissioner Cammick moved to continue with these design changes and incur the additional cost in design fees. Motion seconded by Commissioner Hernandez. Motion passed unanimously.**

2. Legislation Update: None.
3. Ladder Truck Design and Financing Approval: Chief Mickuleit informed the board that the financing processed on Tuesday and the vendor has been paid. We have been told that the truck will be completed in 24-27 months.
4. Mental Health Initiative: Assistant Chief Allen has reached out to each shift about the UCF Cares initiative and gotten names from crew members on each shift that would be interested in attending. They will be followed up with and registered for the class.
5. Statement of Work (Heads up CPR): Assistant Chief Allen updated the board on the status of this agreement. The funds have been received by the state, the confirmation from the company that was supposed to provide the products are not able to provide the products originally agreed upon. The state has given us the all clear to spend the money how we see fit, towards recitation. The company that makes the product that we were wanting to receive is running a sale through the end of September, and it would be an even wash. Chief Allen is going to get with the attorney and make sure that we have met all legal obligations, and then proceed with getting a quote from Striker and will bring it to the board for final approval.
6. Chief Contract Renewal: Attorney John Miller presented the board with the changes discussed at Monday's workshop. There was additional discussion between the parties on compensation and additional benefits. A few minor changes were agreed upon and the attorney will make those changes and get the copies signed by the respective parties. **Commissioner Price moved to accept the chief's contract with the negotiated final amendments. Motion seconded by Commissioner Hernandez. Motion passed unanimously.**
7. Board Health Insurance: Attorney John Miller was asked at the previous meeting to research the legality of board members receiving health insurance from the District. Previously the board approved that the commissioners could join the District's health insurance plan at their own expense. Mr. Miller informed the board that nothing has changed in the statute, the commission is still able to receive health insurance, a monthly stipend up to \$500 and to be included in the state's retirement plan. Commissioner DeLacey wanted to present this option these options to the Board because they are legally available to the commission and would maybe give incentive to future potential board members and invite diversity. There was discussion between the board members over the pros and cons of providing any benefits to the commission. 4 of the 5 board members opposed the idea, no motion was brought forward.

New Business:

1. Resolution 2024-004: Proposed Millage Rate Finance Manager Miles presented the board with the process of proposed millage rate. This rate is set by the board and is what will be included on everyone's Trim notices. From there the board will approve a tentative budget

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in the first half of September and a final budget in the second half. Historically the board sets the max millage for the proposed rate and will have the opportunity to reduce it at the two meetings in September, if the budget allows. However, it will not be an option to increase it above the proposed millage. Mrs. Miles also presented the board with a table showing the taxable value for the past three years. The taxable value for fiscal year 2025 is still less than the taxable value for fiscal year 2023 (pre-Jan). There was discussion from the board and consensus to stick with 3.75 for the proposed millage.

Resolution 2024-004: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, adopting the proposed levy of ad valorem taxes in Lee County for fiscal year 2024-25, establishing the date, time and place for the first public hearing on the proposed millage and the budget and providing an effective date.

Commissioner Price moved to set the proposed millage to 3.7500 mills and set the date time and place of the tentative budget hearing to Wednesday, September 11th, 2024 at 5:01pm at Station 1, 5700 Pine Island Rd. Bokeelia, FL, 33922. Motion seconded by Commissioner Hernandez. Motion passed unanimously.

2. Resolution 2024-005: Disposition of Fixed Assets: This resolution will dispose of the old servers which are now obsolete. All data has been backed up and CRS is properly destroying the hard drives. **Resolution 2024-005: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, Authorizing the removal of certain fixed assets as set forth in Florida Statutes 274, in accordance with generally accepted accounting principles, and board of commissioners fixed assets procedures; providing for an effective date. Commissioner Price moved to dispose of the fixed assets presented. Motion seconded by Commissioner Cammick. Motion passed unanimously.**
3. Resolution 2024-006: Line of Credit Renewal: Annually the board secures a line of credit in the case of emergencies and immediate cash flow needs. To date these funds have never been used, however it provides additional security for the unforeseen. **Resolution 2024-006: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, approving the renewal of the bank line of credit for 2024 and 2025; providing for an effective date. Commissioner Cammick moved to approve the renewal of the line of credit for 2024-25. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**
4. Resolution 2024-007: Statewide Mutual Aid Agreement: The state of Florida is requiring agreements for each government entity in order to provide and accept mutual aid and federal grant monies in the future. The attorney has already reviewed and has no objections. **Resolution 2024-007: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, approving the statewide mutual aid agreement; providing for an effective date. Commissioner Hernandez moved to accept the agreement as presented. Motion seconded by Commissioner Cammick. Motion passed unanimously.**
5. Impact Fee Usage: Finance Manager Miles asked the board for direction for the impact fees. It was originally budgeted to use the amount for the debt service just for E-153, however the debt service for Station 4 is also an approved use. If the board is ok with it we will move as much as we can to operating, which will free up some fund balance for next year's budget. The board agreed.

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Chief's Report:

- The committee will be meeting soon to rank the grant applicants for final approval by the board of county commissioners. Chief Mickuleit asked the board members if they could individually reach out to the county commissioners on the district's behalf.
- We had a golf cart fire which was stopped quickly by E-152. The home next to it was very close to going up as well.
- 4th of July was great!
- All the new gear has been distributed and the personnel are excited.
- We are working on a new scheduling software. The cost will be a lateral move from where we are now and a much more user-friendly interface.
- Mango Maina was good, we had two personnel there who responded to one call.
- The crews responded to a brush fire behind the shrimp farm and put a quick stop to it.
- Assistant Chief Davis gave the monthly call report.

Public Comment: None.

Executive Session: Union Contract. Attorney John Miller stated for the record that the individuals allowed in executive sessions related to union negotiations are the board, chief, and any of his designees. The Chief has designated his negotiating team to be, himself, Assistant Chief Matthew Davis, Assistant Chief Cody Allen, Finance Manager Sarah Miles, and District Attorney John Miller. These individuals will be in the executive session along with all 5 board members.

The meeting resolved into executive session at 6:27pm.

The meeting resolved back into regular session at 7:50pm.

Good of the District:

Kiwanis is hosting a Labor Day Bike Rodeo for kids.

Adjournment:

**Commissioner Price moved to adjourn. Motion seconded by Commissioner Hernandez.
Motion passed unanimously.**

Meeting adjourned.

Respectfully submitted,
Sarah Miles
District Finance Manager

Board Secretary