

**Matlacha/Pine Island Fire Control District
Minutes for Regular Commissioners Board Meeting
June 28, 2023**

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

Invocation: Commissioner DeLacey led everyone in the invocation.

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

Roll Call: Commissioner Player, Hernandez, Price, and Cammick and DeLacey were present. Assistant Chief Davis, Assistant Chief Allen, Administrative Assistant Miles, Accountant Renee Lynch, and Attorney Sarah Spector were present.

Captain Simer, Firefighters Saunders and Robertson were in attendance. City of Cape Coral Fire Chief Lamb, Auditors Chris and Alex, and Sal D'Angelo were also in attendance.

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

Approval of Minutes: May 24, 2023, Regular Meeting Minutes Commissioner Hernandez moved to accept the minutes as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

Treasurers Report: 5/20/23 – 6/23/23 Presented by Commissioner Cammick. Commissioner Price moved to accept the Treasurers Report as presented. Motion seconded by Commissioner Hernandez. Motion passed unanimously.

Cash Disbursements: 5/20/23 – 6/23/23 Presented by Commissioner Cammick. Commissioner Hernandez moved to accept the cash disbursements as presented. Motion seconded by Commissioner Price. Motion passed unanimously.

Accountants Compilation Report: Accountant Renee Lynch presented the month end report for May 31, 2023, Commissioner Cammick moved to accept Accountants Compilation Reports. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

Commissioners' Expenses: None.

Guest Speakers: None.

Public Comment: No public comment.

Firefighters: Captain Simer mentioned that the crews have been enjoying the more quality training lately and that things are good.

Union: None.

Old Business:

1. **Station 2 land acquisition:** The engineer is still currently working on strapping the parcels together, there was one question from the county that they have responded to and should be close. Administrative Assistant Miles asked the Board how they would like to proceed with the construction of Station 2. Once the parcels are strapped, we would be able to move forward with going out for bid on design. These costs will not be included in the loan amount and would basically get us to the point of being able to go out for bid on the construction. If we want to move forward with this station administration suggests keeping the ball rolling. The board agrees to start the bid process for station design.

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2. Annexation Update: Attorney Sarah Spector informed the board that she had not received the agreement from the city yet. Chief Lamb apologizes, the prior city attorney passed away and the new city attorney is backlogged, but should have something soon.
*Attorney Sarah Spector asked to be added to new business.
3. Hurricane Restoration Update: Assistant Chief Davis updated the board on the status of repairs at all the stations.

New Business:

1. Annual Financial Audit Report: Chris Kessler from CLA presents the final audit report to the board, highlighting the areas of change for the year and a few areas of improvement. **Commissioner Hernandez moves to approve the audit report as presented. Motion seconded by commissioner DeLacey. Motion passed unanimously.**
Administrative Assistant Miles asked that before the auditors left if we could discuss the retirement of Renee and how the board would like to proceed with filling the position. Chris explained that outsourcing is always an option, however finding another Renee is not going to be easy. There are plenty of firms that you could outsource to, but you are not necessarily going to get the hands on like you would by hiring someone in house. They have seen more recently departments choosing to have someone in house, although it can be a little more expensive the quality and efficiency make up for it. Commissioner Player asked to get a few recommendations from Chris and some quotes on price to bring to the next meeting.
2. Performance Review Report: Mr. Sal D'Angelo presented the performance review report to the board. Administration drafted a letter in response to all the report's recommendations. Special District Services will submit the report to the state prior to the June 30th deadline. **Commissioner Cammick moves to approve performance review as presented. Motion seconded by commissioner DeLacey. Motion passed unanimously.**
3. Attorney Sarah Spector updated the board on a current ordinance that the BOCC is looking at to change height and population density restrictions. She is currently representing a few clients in the matter and asked if the board would like her to represent the district as well in future discussions with the county commissioners. **Commissioner Hernandez moves to allow Sarah Spector to represent the district in discussions with the county commissioners related to this new ordinance. Motion seconded by commissioner DeLacey. Motion passed unanimously.**

Chief's Report:

- The credit cards have been reduced back to their pre-storm limits of \$7,500 each for all three chief's. With more and more items needing to be paid immediately or on a card the \$7,500/month is not enough. The board agreed. **Commissioner Price moved to increase Chief Mickuleit's credit card to \$25,000 per month. Motion seconded by commissioner DeLacey. Motion passed unanimously.**
- The district will be participating in the 4th of July parade. If any board members would like to participate they are welcome to ride on the boat and throw out candy.
- We received another grant through the county for Narcan.

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- Sarah Spector presented an updated version of the Lee Convenient Care shelter agreement. The original agreement was approved just prior to Hurricane Ian, however the original location was within the flood zone evacuation, so the agreement has been update for going forward to the lee convient care on Pine Island Rd. **Commissioner Price moved to approve the updated contract as presented. Motion seconded by commissioner Hernandez. Motion passed unanimously.**
- Assistant Chief Allen updated the board on the FTFC conference that he and four of our shift personnel attended.
- Admin Assistant Miles updated the board on the GFOA conference she attended.
- 60th Anniversary party for the district will be held on July 14th from 5-8pm. There will be free BBQ, ice cream, extraction demo and t-shirts.
- The COPCN is scheduled for final approval on Aug 14th.
- We are in need a new elliptical at Station 2, the cost will be between \$3,500 - \$5,000. **Commissioner Hernandez moved to approve the purchase of a new elliptical. Motion seconded by commissioner DeLacey. Motion passed unanimously.**
- Station 1 hosted the Jr. Life Guards this week. Shift showed them the trucks and equipment.
- Inservice with Dr. Abo was held this morning.
- In addition to the boat motor, we received many other upgrades to the equipment on M-151 through the same grant.
- The two new hires are doing great, and started shift.
- The training prop door has been delivered; it will be incorporated into an upcoming training.
- Matt presented the call report for May 2023.

Public Comment: No public comment.

Good of the District:

- Mango Maina will be on May 15th at the Catholic Church

Executive Session: Litigation

*The board resolved into executive session at 6:42 pm
The board resolved back into regular session at 7:38 pm*

Commissioner Cammick moved to have a special meeting on July 17th, 2023 at 5pm pertaining to the litigation. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

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Adjournment:

Commissioner DeLacey moved to adjourn. Motion seconded by Commissioner Hernandez.

Motion passed unanimously.

Meeting adjourned.

Respectfully submitted,

Sarah Miles

District Administrative Assistant

Board Secretary