

REGULAR MONTHLY MEETING  
**ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT**  
2660 STYLES ROAD, ALVA, FLORIDA 33920  
DATE: JULY 11, 2022

**Call to Order**

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:39 PM, July 11, 2022. There were sufficient Board members present to establish a quorum. The Pledge of Allegiance was recited along with a moment of silence. Prayer was held by District Chaplain, Pastor Paul Cords.

**Commissioners in Attendance**

Adam Crittenden  
Henry Grant Fichter  
Richard “Dick” Spence  
Darren Watkins  
John H. Shearer, Jr.

**Also in Attendance**

Brandon Kuhn, Chief  
Sunny Sipes, Administrative Assistant  
Pastor Paul Cords  
4 – District Fire Fighters  
Ft Myers Shores – Asst. Chief Ruiz  
Union DVP – Jean Etcheverry  
City of Ft Myers Firefighter – Tim Jones

**Presentation of Awards & Acknowledgements**

Chief Kuhn congratulated Commissioners Fichter, Spence and Watkins for running unopposed in the upcoming November elections. He stated that they will hold their respective Seats until the 2026 Primary Elections. Chairman Crittenden stated that Go-Mobile signs is working on a new sign for the exterior of the Station building.

**Approval of the June 13, 2022, Regular Monthly Meeting Minutes**

Commissioner Fichter moved to approve the minutes of the, June 13, 2022, regular monthly meeting. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

**Approval of the Financial Data from June 2022**

Commissioner Watkins moved to approve the financial data from, June 2022. Commissioner Shearer seconded the motion. The vote was unanimous and the motion passed.

**Public Input on Business**

None

**New Business**

> **Chief’s Report**

Chief Kuhn reported the following:

- ✓ Blood pressure checks were performed in the Oak Park Community.
- ✓ Chief Kuhn was the North Strike Team Leader during the previous month and there were no calls to report.
- ✓ Stated during previous month: Total calls 50, fire calls 0, EMS calls 31
- ✓ Informed the Board of the new air pack employee training with their manufacturer. Stated that all but (3) masks were tested and he would put all items in service together.
- ✓ E-121 is out of service for a pump test and miscellaneous items.
- ✓ M-121 is currently in for a new canvas top and seat upholstery.
- ✓ The new generator is in for permitting prior to gas line connection.

- ✓ Stated that surrounding local Districts have begun to receive Performance Audit proposals and they are estimated within the range of \$40,000-60,000.
- ✓ Informed the Board that he has no new updates on the progress of his ordered Chief's vehicle. Stated that he was informed to reach out again in 3-4 weeks.
- ✓ Communicated that the ESO software installation is in progress and that it typically takes 2-3 months for it to be "up and running".

Commissioner Watkins moved to accept Chief Kuhn's Chief Report. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > Chief Kuhn presented the Board with the final ad valorem proceeds expected for FY end 09/30/23. He stated that the District will receive \$1,702,150 in ad valorem income which is up \$220,577 (13%) over current year proceeds.
- > A call was made to set the Proposed Millage Rate for FY 2022-2023.

Commissioner Watkins moved to set the Proposed Millage Rate for FY 2022-2023 at 3.7500 mills. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > A call was made to set the Tentative Hearing Date for FY 2022-23 TRIM compliance.

Commissioner Watkins moved to set the Tentative Hearing Date for FY 2022-2023 TRIM compliance on September 12, 2022, at 6:15 PM, Station 121, 2660 Styles Road, Alva, Florida 33920. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > A call was made to approve the CHUBB Cancer Policy, for period 09/16/22 – 09/16/23, with ACE c/o VFIS (copy of documents attached hereto).

Commissioner Fichter moved to approve the CHUBB Cancer Policy for period 09/16/22 – 09/16/23 through VFIS. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > Administrative Specialist, Sunny Sipes, presented the Board with the following new/revised District Operating Procedures and/or Control Policies:
  - ✓ Petty Cash POL#110.10.7
  - ✓ Investment Funds Transfers SOP #110.20.0

Commissioner Watkins moved to accept the above new/revised District Standard Operating Procedures / Control Policies. Commissioner Crittenden seconded the motion. The vote was unanimous and the motion passed.

### **Old Business**

- > Tender Discussion

Chief Kuhn reported the following:

- ✓ He spoke with the Lee County State Attorney who didn't feel that the new tanker would fit the Impact Fund use definition due to the fact that the District was considering the removal of the exiting larger tanker's service.

- ✓ Kuhn stated that the Board could budget for the cost of a new or used tanker and provided quotes that had increased significantly over previous year projections.
  - ✓ He voiced his thoughts of making sure that the vehicle that was explored would meet NFPA requirements and felt that the water tanker that was being viewed would not meet these standards.
  - ✓ Discussion ensued encouraging Kuhn to continue exploring options and quotes.
- > A call was made to set an Executive Session date, regarding current Union negotiations, for Monday, July 18<sup>th</sup>, at 6 PM.

### **Union Report**

#### **District Fire Fighter/Paramedic, Jean Etcheverry, Local 1826 DVP**

- > Stated he sent an email to Chief Kuhn with dates to resume negotiations.
- > Discussed an upcoming fundraiser, for The Alva School, in order to collect backpacks and school supplies for families/children in need.

### **Volunteer / Public Comments**

Pastor Paul Cords stated that Wal Mart was the most economical location to purchase school supplies should the District need to invest in these items as well.

### **Commissioner Comments**

- > Commissioner Fichter thanked employees for their service, stated that the new website looks great and he likes hearing that operations are running smoothly.
- > Commissioner Watkins agreed with Fichter's statements.
- > Commissioner Spence educated all on the details of County Commissioner, Frank Mann's, funeral services. Alva Firefighter/EMT, Patrick Cavanaugh, stated that he and Chief Kuhn escorted the family to the church for the service and felt very honored to do so. Chief Kuhn stated that there was a wonderful attendance and that the service was unique and beautiful.

### **Reminders**

- > Ongoing Union negotiations
- > Performance Audit Proposals due August 3, 2022

### **Adjournment**

Commissioner Watkins moved to adjourn the meeting. This was seconded by Commissioner Shearer, and the vote was unanimous. Chairman Crittenden closed the meeting at 7:35 PM.

Respectfully submitted,

Sunny Sipes, Administrative Assistant

Minutes Distributed Electronically to Board Members