

REGULAR MONTHLY MEETING  
**ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT**  
2660 STYLES ROAD, ALVA, FLORIDA 33920  
DATE: OCTOBER 17, 2022

**Call to Order**

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:34 PM, October 17, 2022. There were sufficient Board members present to establish a quorum.

**Commissioners in Attendance**

Adam Crittenden  
Henry Grant Fichter  
Richard “Dick” Spence  
Darren Watkins

**Also in Attendance**

Brandon Kuhn, Chief  
Sunny Sipes, Administrative Assistant  
Pastor Paul Cords - Absent  
3-District Firefighters

**Presentation of Awards & Acknowledgements**

None

**Approval of the September 12, 2022 Regular Monthly Meeting Minutes**

Commissioner Fichter moved to approve the minutes of the, September 12, 2022, regular monthly meeting. Commissioner Watkins seconded the motion. The vote was unanimous and the motion passed.

**Approval of the September 12, 2022 Tentative Budget Hearing for FY end 09/30/23**

Commissioner Watkins moved to approve the minutes of the, September 12, 2022, Tentative Budget Hearing for FY end 09/30/23. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

**Approval of the September 26, 2022 Final Budget Hearing for FY end 09/30/23**

Commissioner Watkins moved to approve the minutes of the, September 26, 2022, Final Budget Hearing for FY end 09/30/23. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

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

Commissioner Fichter moved to approve the financial data from, September 2022. Commissioner Spence 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:

- ✓ Stated during previous month: Total calls 55
- ✓ New air masks are in service.
- ✓ New generator is in service and worked very well for the 48-hours that the station was without power during Hurricane Ian.
- ✓ Kuhn thanked all personnel for doing a fantastic job during Hurricane Ian and commended them for their eagerness to all stay on-site and help with any aftermath.

- ✓ Informed the Board that the Alva District had approximately 12-backlogged calls that were addressed as soon as the weather conditions were safe enough to leave the station (winds below 45-mph).
- ✓ Priority and safety checks were then performed immediately following.
- ✓ Stated that there were a few homes within the District that suffered flooding as well as downed trees and power lines. One home suffered a structure fire in the days following.
- ✓ District employees assisted North Fort Myers Fire & Rescue in their recovery efforts and he appreciated their acknowledgment and “thanks”.
- ✓ Stated that the Station-121 property suffered minor damages such as downed trees, one piece of bent structure molding and slight damage to the new pole barn trusses.

Commissioner Watkins moved to accept Chief Kuhn’s Chief Report. 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:
  - ✓ Discriminatory Workplace Harassment Policy & Compliance Procedure POL #100.07.0

Commissioner Fichter moved to accept the above new/revised District Standard Operating Procedures / Guidelines / Control Policies (copy attached hereto). Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > Administrative Specialist, Sunny Sipes, presented the Board with Resolution #22.10.01 concerning Commissioner compensation beginning October 1, 2022.
  - ✓ Commissioners agreed to compensation at \$250 per month/per Commissioner.
  - ✓ Disbursements shall be made the last pay period of each month.
  - ✓ Noted that Commissioner compensation was noted on the current budget projections.
  - ✓ Reviewed and read Resolution #22.10.01 which details compensation as well as Commissioner responsibilities and commitments.

Commissioner Watkins moved to approve Resolution #22.10.01 concerning Commissioner compensation and attendance obligations. Commissioner Fichter seconded the motion. The motion was unanimous and the motion passed.

- > Administrative Specialist, Sunny Sipes, presented a letter from Board member, John H. Shearer, Jr., resigning his Commissioner Seat #1 after decades of service to the Alva District. The letter stated that the time has come for him to allow another to fill this seat and he thanked the Board and citizens for their trust in his oversight.
- > Commissioner Crittenden stated that he expected one or two individuals to attend the November Board meeting whom have shown interest in participating on the Alva Fire Board.

### **Old Business**

None

### **Union Report**

District Fire Fighter, Dylan More, presented the Union Report

- > Stated that District Firefighter, James Barritt, was on bereavement due to the unexpected passing of his Father-In-Law. Asked members to keep his family in their prayers.
- > Commended Firefighter, Hannah Anderson, for her work on the District's Breast Cancer Awareness Month t-shirts.

#### **Volunteer / Public Comments**

None

#### **Commissioner Comments**

- > Commissioner Spence wished Chief Kuhn a Happy Birthday and thanked all District employees for their hard work to protect the Alva citizens during and after Hurricane Ian.
- > Commissioner Fichter thanked Firefighters for their service and stated that the Barritt family would be in his thoughts.
- > Commissioner Crittenden voiced his concern on the topic of Lee County EMS removing their Paramedic, that was deployed to the Alva District, at 5 PM prior to Hurricane Ian. He also stated that 10.5 days followed prior to another Lee County EMS Paramedic returning to the station. He, as well as Chief Kuhn, made several calls to management with no solution. He felt that this topic of "brown-outs" had been remedied during the previous months and felt that this put District citizens at risk during a State of Emergency.
- > The Board agreed to draft a letter, possibly to Lee County Commissioners, stating their thoughts and concerns.

#### **Reminders**

None

#### **Adjournment**

Commissioner Crittenden moved to adjourn the meeting. This was seconded by Commissioner Watkins, and the vote was unanimous. Chairman Crittenden closed the meeting at 7:01 PM.

Respectfully submitted,

Sunny Sipes, Administrative Assistant

Minutes Distributed Electronically to Board Members