

REGULAR MONTHLY MEETING  
**ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT**  
2660 STYLES ROAD, ALVA, FLORIDA 33920  
DATE: FEBRUARY 13, 2023

**Call to Order**

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:31 PM, February 13, 2023. There were sufficient Board members present to establish a quorum.

**Commissioners in Attendance**

Adam Crittenden  
Henry Grant Fichter  
Richard “Dick” Spence  
Darren Watkins  
Paul F. Meloy, Jr. - Absent

**Also in Attendance**

Brandon Kuhn, Chief  
Sunny Sipes, Administrative Assistant  
4 – District Firefighters  
Chief B. Rewis – Ft Myers Shores Fire

**Pledge of Allegiance / Prayer / Moment of Silence**

Prayer performed by District Pastor Paul Cords

**Presentation of Awards & Acknowledgements**

Commissioner Watkins apologized for his January meeting absence due to a delayed airline flight.

**Approval of the January 09, 2023 Regular Monthly Meeting Minutes**

Commissioner Watkins moved to approve the minutes of the, January 09, 2023, regular monthly meeting. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

**Approval of the Financial Data from January 2023**

Commissioner Watkins moved to approve the financial data from, January 2023. 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 56, EMS calls 37, fire calls 7.
- ✓ Stated that all seven (7) fire calls were brush fires.
- ✓ E-122 returned to the repair shop and he will follow-up tomorrow on diagnosis.
- ✓ Informed the Board that he met with the Engineer Testing Evaluation Team and has a meeting scheduled for, February 27, 2023, in order to discuss the build-out of the performance test.
- ✓ Stated that District Firefighter, Dylan More, submitted his 2-week resignation. His last shift will be, February 26, 2023.
- ✓ Informed the Board that three potential candidates were interviewed the previous week and that he will be reaching out to two individuals in order to offer employment to fill the vacant Firefighter/EMT positions.

- ✓ Commissioner Watkins inquired on the individual's credentials. Chief Kuhn stated that they were very good but "fresh" out of fire school. Stated that this hiring will create shift modifications.
- ✓ Informed the Board that T-121 had minor repairs on the spring modules.
- ✓ Kuhn presented a power training prop pamphlet that District Firefighter, Hannah Anderson, put together for their review. She stated to Chief that this was very important to Firefighters due to the limited props currently available to them. The information (attached hereto) focused on doorway entry. Anderson stated that they were very motivated to move forward with a purchase as this would allow continuous training in order to aid in their improvements and safety.
- ✓ Commissioner Spence inquired on the door design (number of locks).
- ✓ Commissioner Crittenden inquired on the cost? Kuhn stated approximately \$10,000.
- ✓ Chief Rewis stated that this training mechanism is used often by the Fort Myers Shores Fire Department.
- ✓ Commissioner Fichter asked Chief Kuhn to have a description and pricing available to view at the March Board of Commissioner's meeting.

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

- > Chief Kuhn informed the Board that there is a need to increase the First Bank credit card limit to \$10,000 from \$5,000. He stated that with so many purchases being made electronically, as well as the significant increase in equipment repairs and cost of goods, this was a necessary increase.

Commissioner Fichter moved to approve the limit increase of the First Bank credit card to \$10,000. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > The final Professional Services Agreement with MGT of America Consulting, LLC was presented to the Board. Chief Kuhn made the Board aware of three revisions made by the MGT team, asked that the Board review and approve the agreement as well as approve Chairman Adam Crittenden to bind this contract with his signature.

Commissioner Watkins made a motion to approve the Professional Services Agreement with MGT of America Consulting, LLC. Commissioner Watkins also moved to approve Chairman of the Board, Adam Crittenden, to bind this contract with his signature. This motion was seconded by Commissioner Fichter. The vote was unanimous and the motion passed.

- > Chief Kuhn reviewed the emergency repairs made to E-122 that were called into two Board members prior to execution. He asked that the Board formally approve the necessary fuel pump expenditures that totaled \$14,196.40.

Commissioner Watkins made a motion to approve the E-122 repair expenditures (copy attached hereto). Commissioner Spence seconded the motion. The vote was unanimous and the Resolution was approved.

- > Chief Kuhn discussed with the Board potential new District employee assignments and delegations that may have associated incentives. He stated that the District has

Firefighters who are eager and willing to participate in tasks such as maintenance, logistics, training and managing Target Solutions.

### **Old Business**

None

### **Union Report**

District Paramedic and Local 1826 DVP, Jean Etcheverry, presented the Union Report

- > Apologized for his missing attendance at the January gathering.
- > Stated the Holiday Toy Drive was a great success.
- > Relayed the Union's support and encouragement in purchasing the necessary training tools in order to improve and sustain driving and company performance techniques. He stated that this allows the District to provide for the community, aids in tactics and with recruiting future employees.

### **Volunteer / Public Comments**

- > District Firefighter, Dylan More, announced that he is resigning after his February 26, 2023 shift. He stated that this was a very difficult decision but he would like to pursue the medical side of emergency services. He stated that he plans to stay involved with the Alva Fire District and is interested in taking over the Volunteer Program.
- > The upcoming annual Oak Park dinner is to be held Thursday, February 16<sup>th</sup>, at 6 PM.

### **Commissioner Comments**

- > Commissioner Spence thanked Dylan More for his services to the Alva Fire District.
- > Chief Kuhn congratulated Mr. More on his new job opportunity and thanked him for his service.
- > Administrative Specialist, Sunny Sipes, thanked Mr. More for his contributions to the Alva District and wished him well in his new venture.

### **Reminders**

- > March Board Meeting will be held Monday, March 13, 2023, at 6:30 PM.

### **Adjournment**

Commissioner Spence moved to adjourn the meeting at 7:14 PM. This was seconded by Commissioner Watkins, and the vote was unanimous. Chairman Crittenden closed the meeting.

Respectfully submitted,

Sunny Sipes, Administrative Assistant

Minutes Distributed Electronically to Board Members