

REGULAR MONTHLY MEETING
ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT
2660 STYLES ROAD, ALVA, FLORIDA 33920
DATE: JUNE 12, 2023

Call to Order

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:00 PM, June 12, 2023. There were sufficient Board members present to establish a quorum.

Commissioners in Attendance

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

Also in Attendance

Brandon Kuhn, Chief
Sunny Sipes, Administrative Assistant
Several Public & Family Members
Union DVP - Jean Etcheverry
Chaplain Paul Cords

Pledge of Allegiance / Moment of Silence / Prayer

Prayer performed by District Pastor Paul Cords

Presentation of Awards & Acknowledgments

Chief Kuhn announced and presented the District’s Engineer Promotions to Engineer Jean Etcheverry, Engineer Matthew Richards and Engineer Travis Wright. Chief Kuhn detailed these Firefighter’s education, the individuals recited the Engineer Oath, family members pinned the newly promoted Engineers and Chief Kuhn presented them with their badges. Pastor Paul Cords prayed over the newly promoted Engineers.

Approval of the May 08, 2023 Regular Monthly Meeting Minutes

Commissioner Fichter moved to approve the minutes of the, May 08, 2023, regular monthly meeting. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

Approval of the Financial Data from May 2023

Commissioner Spence moved to approve the financial data from, May 2023. Commissioner Fichter 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 45, EMS calls 31, fire calls 4.
- ✓ Public Relations Events: Oak Park blood pressure checks and Watermelon Day at the Alva School.
- ✓ Thanked Bayshore Fire Department for their help and participation in Watermelon Day.
- ✓ One Department Shift participated in a general training course that was held for local fire districts. Would like to make this a quarterly event.
- ✓ Engineer Etcheverry and Firefighter Barritt participated in a driver education course, presented by VFIS, in St. Petersburg, Florida.

- ✓ Participated in EVOC annual driver training course at the Lee Civic Center. Chief thanked Etcheverry and Barritt for their training skills and leadership at this event.
- ✓ Engineer promotional testing is complete. Three individuals competed for these positions, they passed all required criteria and Kuhn received positive feedback as to the testing procedures.
- ✓ Will hold (8) interviews tomorrow for the open Firefighter position.

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

- Chief Kuhn informed the Board that the repairs and painting of the exterior of the Administrative Office Building, by Oliveras & Sons, LLC, were completed. He notified several Board members of the emergency repairs and would now like to have formal approval of the cost at \$3,000.

Commissioner Fichter moved to approve the emergency repairs/painting to the Administrative Office building, by Oliveras & Sons, LLC, in the amount of \$3,000 (proposal/invoice attached hereto). Commissioner Meloy seconded the motion. The vote was unanimous and the motion passed.

- Chief Kuhn informed the Board that the property/building electrical repairs were completed by Oaks Electric, LLC in the amount of \$1,793. He stated that new LED Exit signs were installed in the Station and Administrative Office Building, a new motor in the screen room ventilation fan was installed and several other electrical and outlet repairs were addressed.

Commissioner Spence made a motion to approve the Station/property electrical repairs by Oaks Electric, LLC in the amount of \$1,793 (copy attached hereto). This motion was seconded by Commissioner Meloy. The vote was unanimous and the motion passed.

- Chief Kuhn presented the Board with the pole barn gutter installation quote from, FLA Gutters, LLC, in the amount of \$1,590 from the Insurance Funds account.

Commissioner Fichter made a motion to approve the pole barn gutters, through FLA Gutters, LLC, in the amount of \$1,590 (copy attached hereto). This motion was seconded by Commissioner Meloy. The vote was unanimous and the motion passed.

- Chief Kuhn informed the Board of the upcoming employee Life Scan medical evaluations. He stated that the District will "team-up" with Lehigh Fire District for these Union Contract mandatory and NFPA designated guideline assessments.

Commissioner Fichter made a motion to approve the employee health evaluations through, Life Scan, in an amount of \$453 per employee. This motion was seconded by Commissioner Spence. The vote was unanimous and the motion passed.

- Chief Kuhn presented the Board with a proposal from Ten-8 for a desired turbo draft for an alternative water supply. He stated that this equipment will help the District with its ongoing efforts to lower its ISO rating as well as supply Firefighters with a continuous water source when drafting is available.
 - ✓ Commissioner Fichter inquired on the drafting distance? Kuhn explained its capabilities.
 - ✓ Commissioner Spence inquired on its placement and attachments? Kuhn detailed.

Commissioner Spence made a motion to approve the turbo draft purchase, through Ten-8, in the amount of 3,634.81 (proposal attached hereto). This motion was seconded by Commissioner Fichter. The vote was unanimous and the motion passed.

- Administrative Specialist, Sunny Sipes, presented the Board with Resolution #23.06.01 concerning Budget Amendment #1 for FY end 09/30/23. She detailed all modifications for the Board (copy attached hereto).

Commissioner Fichter made a motion to approve Resolution #23.06.01 concerning Budget Amendment #1 for FY end 09/30/23. This motion was seconded by Commissioner Meloy. The vote was unanimous and the motion passed.

- Chief Kuhn discussed with the Board the preliminary ad valorem proceeds projected for FY end 09/30/24. He stated that initial numbers show a possible .08% decline, in the amount of \$1,207, compared to current year proceeds. He reminded the Board that these are only the projected figures and that the final July numbers could change in a positive or negative fashion.

Old Business

- Commissioner Crittenden asked that the Fire Chief Performance Evaluation discussion be tabled for the July meeting. Commissioner Fichter asked all to be prepared to discuss the formal process and manner of the evaluation at the next meeting. Members agreed.

Union Report

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

- Stated that he was pleased to hear about the approval and purchase of the turbo draft.
- Would like to now re-focus on the upcoming Summer backpack and Fall toy drives.

Volunteer / Public Comments

- Sunny Sipes informed the Board that the previously discussed security doorbell and monitoring systems for the Station and Administrative Office Buildings have been quoted (copy attached hereto). She asked the Board for their consideration and formal approval.

Commissioner Spence made a motion to approve the installation of the security devices, from Alternative Audio Solutions, Inc., in the amount of \$3,843.68. Commissioner Meloy seconded this motion. The vote was unanimous and the motion passed.

Commissioner Comments

- Commissioner's Fichter and Spence inquired on the progress of the Performance Evaluation? Kuhn informed the Board that he was going over the final draft and that Ricardo Cepin, CPA, with MGT of America, LLC, will be at the Special Meeting on July 20th at 6 PM to present their findings.
- Commissioner Fichter congratulated the newly promoted Engineers and commended the presentation.
- Commissioner Crittenden congratulated the Engineers, stated his approval of the turbo draft purchase and thanked Sunny Sipes for the snacks and coffee for tonight's presentation.
- Kuhn thanked all employees that are working on the Firefighter interviews.

Reminders

- The July Board Meeting will be held Monday, July 10, 2023, at 6:30 PM.
- Special Meeting for the presentation of the Performance Evaluation will be held Tuesday, June 20, 2023, at 6 PM.

Adjournment

Commissioner Ficher moved to adjourn the meeting at 7:18 PM. This was seconded by Commissioner Meloy, and the vote was unanimous. Chairman Crittenden closed the meeting.

Respectfully submitted,

Sunny Sipes, Administrative Assistant

Minutes Distributed Electronically to Board Members