

REGULAR MONTHLY MEETING
ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT
2660 STYLES ROAD, ALVA, FLORIDA 33920
DATE: JANUARY 08, 2024

Call to Order

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:37 PM, January 08, 2024. 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

Jean P. Etcheverry, Chief
Sunny Sipes, Finance Manager
District Firefighters & Volunteers
Tim Jones - Local 1826
FMSFD Chief Bobby Rewis

Pledge of Allegiance / Moment of Silence / Prayer

Prayer Performed by Commissioner Grant Fichter

Presentation of Awards & Acknowledgments

None

Approval of the December 11, 2023 Regular Monthly Meeting Minutes

Commissioner Spence moved to approve the minutes of the, December 11, 2023, regular monthly meeting. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

Approval of the Financial Data from December 2023

Administrative Specialist, Sunny Sipes, detailed District income and expenditures.

Commissioner Fichter moved to approve the financial data from December 2023. Commissioner Meloy seconded the motion. The vote was unanimous and the motion passed.

Public Input on Business

None

New Business

➤ **Chief’s Report**

Chief Etcheverry reported the following:

- ✓ Thanked Engineer Wright and Firefighter/EMT Johnson for their work and contributions to the District’s Annual Toy Drive and gift presentation to the Charleston Park Community
- ✓ Thanked C-Shift for their help in distributing excessive fill scrap to a local residential roadway in need of repairs.
- ✓ Welcomed new Volunteer, Austin Perez.
- ✓ Informed the Board of training and pre-fire plan work at Syngenta.
- ✓ Noted Administration’s work on implementing a plan for inspection service billing.
- ✓ Mentioned District Firefighter’s efforts to become BLS Certified Instructors in order to hold CPR training classes for the public.

- ✓ New Cascade System wiring is completed and system installation plans are being arranged for next week.
- ✓ Reminded the Board to address their modifications/additions to the Lee County School Board letter in regards to the proposed Joel Boulevard elementary school.
- ✓ Screen room grill repairs will begin soon.
- ✓ New shift assignments will begin January 10th.
- ✓ Engineer testing is scheduled for January 19th.
- ✓ Several topics were discussed at a meeting with Union Representatives; grievance issue addressed and resolved, Captain's position job description, new position discussion seems to be initiating additional education among Firefighters.

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

- Commissioners reviewed Resolution #24.01.01 concerning the Lease/Purchase Agreement, in the amount of \$400,000 with Leasing II, Inc., for the 3,000 gallon Fouts Brothers tanker.

Commissioner Meloy made a motion to accept Resolution #24.01.01 concerning the Lease/Purchase Agreement with Leasing II, Inc. This motion was seconded by Commissioner Spence and unanimously approved (copy attached hereto).

- Chief Etcheverry presented the Board with proposals, from Oaks Electric, LLC and Biggerstaff Electric, for the station bay ceiling lighting LED replacement and exterior office building lighting. He informed the Board that he followed-up with a second quote from Biggerstaff Electric which came in \$1,250 higher than the original proposal from Oaks Electric, LLC.

Commissioner Fichter made a motion to approve the proposal from Oaks Electric, LLC, in the amount of \$3,600, for the station bay lighting replacement as well as Administrative Office lighting. This motion was seconded by Commissioner Meloy and unanimously approved.

- Chief Etcheverry presented the Board with a list of nozzles and appliances, needed to outfit E-121 and E-122, from AEST Fire & Safety.
 - ✓ Discussion ensued on the appliance applications and benefits.
 - ✓ Etcheverry stated that these appliances may qualify for the TIPS 50/50 Grant reimbursement.
 - ✓ Stated that these appliances will create a Siamese front line to aid in fire attack, will create uniformity with foam application and upgrade depleting equipment.
 - ✓ Commissioner Spence inquired on cancer causing agents within the foam?
 - ✓ Chief Rewis stated that those agents have now been removed from this product.

Commissioner Spence made a motion to approve the purchase of the nozzles and appliances from AEST Fire & Safety in the amount of \$9,177.05 (proposal attached hereto). This motion was seconded by Commissioner Meloy and unanimously approved.

- Chief Etcheverry discussed with the Board the importance of the District to continue improving its capabilities and resources for community education.
 - ✓ Chief presented information on an inflatable house for elementary aged children. Stated that this is a very informative tool, however, is a costly option that could be evaluated for a new budget year.

- ✓ Commissioner Crittenden suggested the possibility of using the Lee County fire trailer that is used for public education by surrounding Districts.
 - ✓ Etcheverry said that he was not aware of this resource but would follow-up on this recommendation.
- Finance Manager, Sunny Sipes, presented the Board with Resolution #24.01.02 concerning the renewal of the District's \$500,000 Line of Credit with First Bank of Clewiston.
- ✓ She stated that there is a \$262.92 closing fee.

Commissioner Spence made a motion to approve the renewal of the District's \$500,000 Line of Credit with First Bank of Clewiston. This motion was seconded by Commissioner Fichter and unanimously approved.

- Finance Manager, Sunny Sipes, presented the Board with Resolution #24.01.03 concerning TMC Bank Business Transaction Authorization for the District's VISA purchasing cards.

Commissioner Spence made a motion to approve Resolution #24.01.03 concerning TMC Bank Business Transaction Authorization for the District's VISA purchasing cards. This motion was seconded by Commissioner Fichter and unanimously approved (copy attached hereto).

- Chief Etcheverry presented the Board with the new District Mayday Incident Policy SOG #140.10.00.
- ✓ Chief explained that the presented policy mimics that of the Lee County Fire Department.

Commissioner Fichter made a motion to approve the District Mayday Incident Policy SOG #140.10.00. This motion was seconded by Commissioner Meloy and approved (copy attached hereto).

- Chief Etcheverry tabled the topic of repair costs needed for T-121, T-122 and old Alva-1 Expedition rescue conversion costs.
- ✓ Stated that Volunteer's have agreed to make the hitch repairs to T-121.
 - ✓ Etcheverry stated that this tender would require \$2,500 in repair supplies and then would be "up and running".
 - ✓ Commissioner Crittenden agreed and reminded Etcheverry that the Board had previously approved up to \$10,000 in repair costs.
 - ✓ Etcheverry stated that T-122 would need approximately \$2,000 in repairs and could then be used a bulk water source.
 - ✓ Chief stated that with an approximate \$4,000 investment, old Alva-1 could potentially operate as a rescue vehicle. He stated that this revised vehicle could have been utilized on five occasions during the previous months call span.
 - ✓ Commissioners inquired on the Expedition's mileage?
 - ✓ Chief stated approximately 150,000 miles.
 - ✓ Crittenden stated his thoughts to "hold-up" on repairs to T-122 and brought up the topic of Lee County EMS providing/staging a chase vehicle to the Alva District.
 - ✓ Etcheverry stated that he checked into this possibility and EMS was not receptive.
 - ✓ Board agreed to halt on repairs to T-122.

Old Business

- Discussion ensued regarding Chief Etcheverry's Employment Contract.
 - ✓ Chief Etcheverry stated that the contract was not completed by legal counsel.

Union Report

District Paramedic Joe Randall, DVP

- Stated a grievance was addressed and resolved.
- Should a rescue vehicle be implemented, he would like to see a detailed policy that would address manning and operations.

Volunteer / Public Comments

None

Commissioner Comments

- Commissioner Fichter announced his thoughts of perusing another community interest within the Lee County District which would create the need for him to resign from Seat #4 of the Alva Fire Board. He commented that Chief Etcheverry, "keep up the good work and continue to appreciate your team."
- Commissioner Spence stated that he is sorry to see Fichter leave his position and also stated his enjoyment of the Christmas gift presentations within the Charleston Park Community.
- Commissioner Crittenden thanked Sunny Sipes for putting together the Annual Christmas Dinner for District staff and families, thanked Chief Etcheverry for the Christmas gift and commended District Firefighters for their professionalism on scene of a serious vehicle collision during previous days.

Reminders

- The February Board Meeting will be held Monday, February 12, 2024, at 6:30 PM.
- The Oak Park Annual Donation Dinner will be held Thursday, February 8th, at 5 PM.

Adjournment

Commissioner Fichter moved to adjourn the meeting at 8:00 PM. This was seconded by Commissioner Spence, and the vote was unanimous. Chairman Crittenden closed the meeting.

Respectfully submitted,

Sunny Sipes, Finance Manager / Administrative Specialist

Minutes Distributed Electronically to Board Members