

REGULAR MONTHLY MEETING
ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT
2660 STYLES ROAD, ALVA, FLORIDA 33920
DATE: OCTOBER 14, 2024

Call to Order

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:32 PM, October 14, 2024. 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.

Also in Attendance

Jean P. Etcheverry, Chief
Sunny Sipes, Finance Manager
2-District Citizens
1-District Volunteer

Pledge of Allegiance / Moment of Silence / Prayer

Prayer Performed by Commissioner Fichter

Presentation of Awards & Acknowledgments

None

Approval of the September 09, 2024 Tentative Budget Hearing Minutes

Commissioner Fichter moved to approve the minutes of the, September 09, 2024, Tentative Budget Hearing. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

Approval of the September 09, 2024 Regular Monthly Meeting Minutes

Commissioner Watkins moved to approve the minutes of the, September 09, 2024, regular monthly meeting. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

Approval of the September 23, 2024 Final Budget Hearing Minutes

Commissioner Spence moved to approve the minutes of the, September 23, 2024, Final Budget Hearing. Commissioner Meloy seconded them motion. The vote was unanimous and the motion passed.

Approval of the Financial Data from September 2024

Finance Manager, Sunny Sipes, detailed District income and expenditures (copy attached hereto).

Commissioner Fichter moved to approve the financial data from September 2024. Commissioner Watkins 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 all personnel for their operations and response during Hurricane Milton.
- ✓ Thanked Naples Hammerhead's rugby team for their assistance to an Alva citizen whose home flooded during the hurricane.
- ✓ Thanked Chris Meo for his continued work on Tanker 600.
- ✓ The Pre-fire Plan for Alva Senior Living is now complete and work on the Pre-fire Plan for the incoming brewery is under way.
- ✓ Total calls during the previous month: 48 / 33% Fire / 63% Medical
- ✓ Completed mutual aid assistance to Hendry County and assisted Fort Myers Shores Fire Department with two calls during the previous month.
- ✓ Target Solutions training is ongoing with staff.
- ✓ Pump, SCBA, hose, nozzles and ladder annual tests have been completed.
- ✓ Rescue 121 is now ready for lighting installation.
- ✓ Electrician should be out soon to complete electrical work for bay fan and gear dryer
- ✓ Informed the Board of upcoming Firefighter interviews.
- ✓ Discussion ensued on rescue services provided by the District during events held within the Alva community.

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

- Chief Etcheverry presented the Board with multiple motor and pump equipment proposals for Brush 121.
 - ✓ Proposals included: Southwest Florida Emergency Vehicles - \$33,390.39 for the complete equipment repairs, AEST - \$15,349 for pump/motor equipment and Ten-8 - \$6,002.40 for pump installation.
 - ✓ Etcheverry stated the combination of AEST and Ten-8 proposals will save the District approximately \$12,000.
 - ✓ Discussion on this topic ensued.

Commissioner Fichter made a motion to approve the motor and pump proposals for Brush 121 from Ten-8 and AEST. This motion was seconded by Commissioner Crittenden and unanimously approved.

- Chief Etcheverry presented the Board with a proposal from Ten-8 for Engine 121 compartment shelving.
 - ✓ The equipment proposal for Engine 121 shelving was \$14,236.67.
 - ✓ Stated that Ten-8 will measure the compartments and prepare a layout plan based on the department needs (sketch attached).
 - ✓ Informed the Board of the importance of tool organization while on scene.

Commissioner Watkins made a motion to approve the proposal from Ten-8 for Engine 121 shelving and tool boards in the amount of \$14,236.67. This motion was seconded by Commissioner Fichter and approved.

- Discussion ensued on the station remodel proposals.
 - ✓ Etcheverry stated that he is still waiting on additional proposals from remodel contractors.
 - ✓ Discussion ensued on allowing Chief Etcheverry to contact two or three Commissioners, once he has the final proposals, in order to get verbal approval to execute a remodel contract. This verbal approval will help streamline this process. Formal approval will be executed at the following monthly Board meeting.

Commissioner Fichter made a motion to approve Chief Etcheverry to get verbal approval to execute a contract, once he has notified Commissioner Watkins and one additional Commissioner, of the proposal objectives and pricing for the station remodel. This motion was seconded by Commissioner Meloy and the motion passed.

Old Business

Discussion of the on-going Chief's selection process as well as Chief Etcheverry's Employment Contract ensued.

- ✓ Commissioner Fichter inquired on Chief Etcheverry's thoughts to the 3-month contract extension offered by the Board?
- ✓ Etcheverry thanked the Board but stated that due to his need to secure housing and implement a lease agreement, the three month extension would not work for him.
- ✓ Commissioner Fichter stated that the goal of the Board was to be sure that Etcheverry had stability during the hiring process. He also inquired if Etcheverry was planing to re-apply for the Chief's position?
- ✓ Chief stated that he was interested but felt that the Board needed to make a decision on what they were looking for long term. He stated that this discussion has been on-going since April.
- ✓ Fichter stated that he wanted to see the current process through and hoped that Chief Etcheverry would apply for the open position.
- ✓ Etcheverry inquired if the Board would be willing to offer him a Letter of Recommendation should he seek employment elsewhere?
- ✓ Fichter stated that he would be happy to provide a Letter of Recommendation based on his experience with Etcheverry, but reiterated that he would like to see him re-apply for the Chief's position.
- ✓ Discussion continued on this topic.

Commissioner Fichter made a motion to allow Chief Etcheverry to solely submit a Letter of Interest to District Legal Counsel in applying for the upcoming Selection Process for the Chief's position. This motion was seconded by Commissioner Spence and approved.

- ✓ Discussion continued on the above topic.

Commissioner Watkins made a motion to approve a Special Meeting on, November 4, 2024 at 6:30 PM here at Station 121, to discuss the ongoing Selection Process, candidate reviews as well as possible discussion of Chief Etcheverry's Employment Contract. This motion was seconded by Commissioner Meloy and approved.

Union Report

None

Volunteer / Public Comments

- Volunteer Chris Meo stated that the gentleman who is working on the tanker rails is delayed due to his response to Hurricane Milton damage.
- District citizen, Henry MacArty, stated that he was interested in the upcoming vacant Board seats, discussed his qualifications and presented the Board with his resume.
- District Volunteer, Chris Meo, informed the Board that he was also interested in one of the upcoming vacant Board seats. He voiced his qualifications and stated that he would forward his resume to District Commissioners for their consideration.

Commissioner Comments

- Commissioner Spence thanked those who voiced their interest in the upcoming open Commission seats.
- Commissioner Fichter thanked Commissioner Spence for his constructive dialog on the application process for Chief Etcheverry. He informed all of the upcoming Alva Museum event and inquired if Chief Etcheverry could supply Fire Department representation. Chief Etcheverry responded, “absolutely”.
- Sunny Sipes informed the Board that she received positive feedback from employees on the the District's planning and operational procedures in regards to Hurricane Milton.

Reminders

- The upcoming Alva Museum event will be held, October 26, 2024 from 4-8 PM.
- The November Board Meeting will be held Monday, November 18, 2024, at 6:30 PM.

Adjournment

Commissioner Fichter moved to adjourn the meeting at 7:49 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