

REGULAR MONTHLY MEETING
ALVA FIRE PROTECTION & RESCUE SERVICE DISTRICT
2660 STYLES ROAD, ALVA, FLORIDA 33920
DATE: OCTOBER 13, 2025

Call to Order

Chairman Watkins convened the regular monthly meeting of the Alva Fire Protection & Rescue Service District at 6:30 PM on October 13, 2025. There were sufficient Board members present to establish a quorum.

Commissioners in Attendance

Henry Grant Fichter
Darren Watkins
Paul F. Meloy, Jr.
Henry D. MacArty
Debbie K. Whitney

Also in Attendance

Jean P. Etcheverry, Chief
Sunny Sipes, Finance Manager - **Absent**
1-District Firefighter / DVP
Pastor Cords

Pledge of Allegiance / Moment of Silence / Prayer

Prayer performed by Pastor Cords

Presentation of Awards & Acknowledgments

Chief Etcheverry relayed the passing of District Volunteer, Jessica Sanchez, and thanked Jason Allen and Sunny Sipes for their efforts in accommodating the families requests.

Approval of the September 08, 2025 Tentative Budget Hearing Minutes

Commissioner Fichter moved to approve the minutes of the September 08, 2025 Tentative Budget Hearing for FY end 09/30/2026. Commissioner Whitney seconded the motion. The vote was unanimous and the motion passed.

Approval of the September 08, 2025 Regular Monthly Meeting Minutes

Commissioner Meloy moved to approve the minutes of the September 08, 2025 regular monthly meeting. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

Approval of the September 23, 2025 Final Budget Hearing Minutes

Commissioner Fichter moved to approve the minutes of the September 23, 2025 Final Budget Hearing for FY end 09/30/2026. Commissioner Meloy seconded the motion. The vote was unanimous and the motion passed.

Approval of the Financial Data from September 2025

Chief Jean Etcheverry detailed District income and expenditures (copy attached hereto).

Commissioner MacArty moved to approve the financial data from September 2025. Commissioner Meloy seconded the motion. The vote was unanimous and the motion passed.

Public Input on Business

None

New Business

➤ Chief's Report

- ✓ District now has three trained rescue boat operators.
- ✓ Total calls: 50 - 76% Medical / 24% Fire
- ✓ Firefighters ran a large brush fire call on North River Road near the Hendry County line.
- ✓ Brewery fire inspections are being completed.
- ✓ District should have three Acting Engineers within the next two weeks.
- ✓ Training: Trama symposium, fire sprinkler course, residential primary search class attended.
- ✓ Public Education: Alva Museum Fall Festival went well, Alva School Fall Festival and Trailways coming up in November.
- ✓ LaBelle Well Drilling located well location so it is ready for the electrician to arrive on October 20th. Commissioner Watkins inquired on the concrete pad quote. Chief Etcheverry relayed that he would provide that proposal.
- ✓ Training Coordinator: Travis Wright / Volunteer/Support Coordinator: James Barritt
- ✓ Fire Trax and National Emergency Response Information System (NERIS) are now implemented.

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

- ✓ Formal approval of the October \$250,000 transfer of assigned funds, to the General Operating account, to be used for operations.

Commissioner MacArty made a motion to approve the \$250,000 transfer of assigned funds to the General Operating account. This motion was seconded by Commissioner Meloy and unanimously approved.

- Discussion ensued on the Commissioner's annual ethics training reminder.
 - ✓ Annual four hour ethics training that is due to be completed on or before December 31, 2025.

Old Business

- Discussion ensued on the land purchase for a possible second station.
 - ✓ Commissioner Fichter addressed the Board stating that the meeting with the land owner went well. Fichter believes he is ready to come to an agreement and begin the negotiation process. Fichter stated that a local real estate firm, Aloia Roland Attorneys at Law, came highly recommended, he reached out to them and they stated that the first step in the process would be to receive a title commitment to be sure that the parcel has proper access. He stated that this would be an estimated cost of \$500-800 and total title commitment and agreement could run from \$2,500 (low)-10,000 (high) range. He believes that Chief and Sunny could pick-up the process from this point. Additional discussion ensued.

Commissioner Fichter made a motion to allow Chief Etcheverry to reach out to Aloia Roland Attorneys at Law and proceed with the title commitment process for the potential land purchase. This motion was seconded by Commissioner MacArty and unanimously approved.

- ✓ Commissioner MacArty would like to see a proposal, along with government references / clients, from the proposed real estate attorney.

Union Report

Jason Allen, DVP Southwest FL Professional Firefighters & Paramedics, IAFF Local 1826

- Stated that he and Finance Manager, Sunny Sipes, have the payroll system updated and active reflecting the new fiscal year bargaining agreement modifications.

Volunteer / Public Comments

None

Commissioner Comments

- Commissioner MacArty inquired on how the Acting Chief process progressed and was accepted by other employees?
 - ✓ Chief explained that it is an “on-call” position and not an “acting” position dictated by bargaining agreement language. Chief stated that overall it was accepted well. He stated that Engineer Allen’s brush fire scene management was very productive.
- Commissioner Watkins relayed that he viewed plans for a new access route into the Alva School. This route should alleviate North River Road traffic before and after school start and finish times.
- Chief informed the Board that Lee County EMS is set to begin the Alva location development with 1-2 years.

Reminders

- The November Board Meeting will be held Monday, November 10, 2025, at 6:30 PM.

Adjournment

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

Respectfully submitted,

Sunny Sipes, Finance Manager / Administrative Specialist

Minutes Distributed Electronically to Board Members