

**Matlacha/Pine Island Fire Control District
Minutes for Regular Commissioners Board Meeting
June 26, 2024**

Call to Order: Commissioner Player called the meeting to order at 5:00 p.m.

Invocation: Commissioner DeLacey led everyone in the invocation.

Pledge of Allegiance: Commissioner Player led everyone in the Pledge of Allegiance.

Roll Call: Commissioners Player, Cammick, Price, Hernandez and DeLacey were present. Chief Mickuleit, Assistant Chief Davis, Assistant Chief Allen, Finance Manager Miles, Captain Barr, Engineer Oake, Firefighter Vilchez, and District Attorney John Agnew were present.
Public: No public in attendance.

Setting of Agenda: Commissioner Price moved to approve the agenda as presented. Motion seconded by Commissioner Cammick. Motion passed unanimously.

Approval of Minutes:

1. May 20, 2024, Workshop Meeting Minutes Commissioner Cammick moved to accept the minutes as presented. Motion seconded by Commissioner Hernandez. Motion passed unanimously.
2. May 29, 2024, Regular Meeting Minutes Commissioner Hernandez moved to accept the minutes as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

Treasurers Report: 5/25/23 – 6/21/24 Presented by Commissioner Cammick. Commissioner DeLacey moved to accept the Treasurers Report as presented. Motion seconded by Commissioner Price. Motion passed unanimously.

Cash Disbursements: 5/25/23 – 6/21/24 Commissioner Hernandez moved to accept the cash disbursements as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.

Accountants Compilation Report: Finance Manager Miles presented the month end report for May 31, 2024. Commissioner Cammick moved to accept the Accountants Compilation Report. Motion seconded by Commissioner Hernandez. Motion passed unanimously.

Commissioners' Expenses: None.

Guest Speakers: None.

Public Comment: None.

Firefighters: None.

Union: None.

Old Business:

1. **Station 2 update/ Architecture Preliminary Design:** Chief Mickuleit presented the board with the preliminary design which was discussed at our first design meeting with Art last week. We will be meeting with him every two weeks until we reach a design that we believe the board will agree on, at which time we will bring the design back to the Board for final review and approval. There was discussion about the preliminary design, the board came to a consensus on the design as presented, but would like to see what an additional bay

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would look like and possibly cost, to keep from having to make that addition in the future. The chief will bring this back to the design team and have an update at the next board meeting.

2. Legislation Update: None.
3. Ladder Truck Design and Financing Approval: Chief Mickuleit presented his memo to the board summarizing the detail of both the design and financing option recommended by administration. There were a few questions about the timeline which the Chief cleared up. Financing will be obtained within 45 days and the P.O. will be sent to Sutphen immediately. Once financing is secure the total payment will be made to Sutphen, and work will begin on the build. **Resolution 2024-002 A resolution of the Matlacha/Pine Island Fire Control District authorizing the lease-purchase financing of a Sutphen 75' aerial ladder truck; authorizing the execution of such documents as may be necessary to complete the transactions contemplated hereby; designating the lease as a "qualified tax-exempt obligation" under section 265(b)(3)(b) for the internal revenue code of 1986; and providing an effective date. Commissioner Price moved to approve the resolution as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**
4. Mental Health Initiative: Assistant Chief Allen presented to the board an opportunity for some of our road crew to receive training through a UCF sponsored class which would give them the both knowledge of how to respond to a coworker in need and how to get them the correct help when the issue is outside of their abilities. Assistant Chief Allen has saved the district 6 spots for this class in hopes of sending two per shift. The class is free, however we would like to cover the time for the employees to attend, so that it is no cost to them. Commissioner Hernandez moved to allow for the District to cover any costs associated with employees attending this class. Motion seconded by Commissioner Price. Motion passed unanimously.
5. Workers Comp Policy Update Resolution 2024-003: this item is not ready and will be addressed in the future.
6. FEMA Community Disaster Loan: Chief Mickuleit notified the board of the completion of this loan. No funds have been pulled nor will be pulled without further board approval. Administration is still researching the qualification for forgiveness, in hopes to be able to pull from these funds for future operating needs, however a solid answer has not been obtained.
7. Statement of Work (Heads up CPR): Assistant Chief Allen updated the board on the status of this agreement. The funds have been received by the state, however the company that was supposed to provide the training and devices is not able to provide what was originally agreed upon with the state. A written response from the supplier has been sent to the state to figure out what our next move will be. We will keep the board updated.

New Business:

1. Resolution 2024-004: Given the removal of the previous resolution the number of this resolution has been updated to 2024-003. District Attorney John Agnew explained to the board the purpose of this resolution. Which is to allow for the district to reimburse themselves for the costs being incurred up to financing for station 2. **Resolution 2024-003 A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida**

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establishing its intent to reimburse certain expenditures in connection with capital improvements for the District's fire department facilities, as more particularly described herein, incurred with proceeds of a future taxable or tax-exempt financing or financings; providing certain other matters in connection therewith; and providing an effective date. Commissioner Cammick moved to approve the resolution as presented. Motion seconded by Commissioner Price. Motion passed unanimously.

2. Chief Contract: No update

Chief's Report:

- Recently administration has been researching the district's fee schedule. It is quite apparent that we are significantly behind other districts in Lee County, and we believe that updating these rates will help better offset the costs related to these services. The board agreed that they were willing to see a comparison and discuss it at the next workshop.
- The District responded to a structure fire on June 1st.
- Assistant Chief Allen put all three shifts through separate EMS scenarios this month. The crew did well and seemed to appreciate the effort made to provide more realism.
- We had two employee's complete probation this month. Firefighters Saunders and Hill.
- We have found a new fire inspector. She seems to be a great fit and we hope that she will be a quick learner.
- The new engine has been bumped up to Nov/Dec of this year!
- We received the new gear today!
- 4th of July is next week. We will be participating in the parade as usual, if you would like to participate let us know.
- We have been monitoring the traffic concerns in Matlacha. We have reached out to the county about a second ambulance, in order to shorten stand-by times, but they do not have the resources available.
- Assistant Chief Davis presented the call report for May 2024.

Public Comment: Commissioner DeLacey asked if the new attorney could look into status of health insurance and benefits for the commissioners. Chief will provide the attorney with everything we have to date on the matter.

Executive Session: Union Contract. Attorney John Agnew stated for the record that the individuals allowed in executive sessions related to union negotiations are the board, chief, and any of his designees. The Chief has designated his negotiating team to be, himself, Assistant Chief Matthew Davis, Assistant Chief Cody Allen, Finance Manager Sarah Miles, and District Attorney John Agnew. These individuals will be in the executive session along with all 5 board members.

The meeting resolved into executive session at 6:00pm.

The meeting resolved back into regular session at 6:48pm.

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Good of the District:

4th of July, Mango Mania on July 13th, Playhouse summer camp has started.

Adjournment:

**Commissioner Cammick moved to adjourn. Motion seconded by Commissioner DeLacey.
Motion passed unanimously.
Meeting adjourned.**

Respectfully submitted,
Sarah Miles
District Finance Manager

Board Secretary