

# **FORT MYERS BEACH FIRE CONTROL DISTRICT**

**SEPTEMBER 18, 2018  
BOARD OF FIRE COMMISSIONERS  
WORK SESSION & MEETING**



# **MATERIALS**



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS WORK SESSION & MEETING

### AGENDA

**SEPTEMBER 18, 2018 9:30 AM**

2755 ESTERO BOULEVARD, FORT MYERS BEACH PUBLIC LIBRARY  
FORT MYERS BEACH, FLORIDA 33931

#### **BOARD OF FIRE COMMISSIONERS**

CAROL MORRIS  
CHAIR

THEODORE R. SCHINDLER II  
VICE-CHAIR

BOB RAYMOND  
SECRETARY/TREASURER

RON FLEMING  
FIRE COMMISSIONER

LARRY WOOD  
FIRE COMMISSIONER

**FIRE CHIEF**  
MATTHEW R. LOVE

1. Meeting Called to Order
2. Pledge of Allegiance
3. Adoption of Agenda [Discussion/Approval]
4. August 21, 2018 Regular Monthly Meeting Minutes [Discussion/Approval]
5. September 10, 2018 Special Meeting Minutes [Discussion/Approval]
6. Restate Agenda Items [Information]
7. Public Input on Agenda Items
8. Old Business
9. New Business
  - A. Board of Commissioner Teleconferencing [Discussion]
  - B. Board of Commissioner Policy Violations [Discussion]
  - C. Long-Term District Sustainment and Progression [Discussion]
10. Reports from IAFF Union Representatives Districts 3 and 15 [Information]
11. Fire Chief Remarks [Information/Discussion]
12. Commissioners Remarks [Information]
13. Public Input
14. Adjournment

**DRAFT MINUTES**  
REGULAR MONTHLY MEETING OF THE  
FORT MYERS BEACH FIRE CONTROL DISTRICT  
BOARD OF COMMISSIONERS  
TIME: 6:00 PM  
DATE: August 21, 2018  
PLACE: 2525 Estero Boulevard – Town Hall  
Fort Myers Beach, Florida 33931

IN ATTENDANCE: Chairwoman Morris, Secretary/Treasurer Raymond, Commissioner Wood, Commissioner Fleming, Fire Chief Love, District members and members of the public.

Absent: Vice-Chairman Schindler

**1. Meeting Called to Order**

**2. Pledge of Allegiance**

**3. Adoption of Agenda**

Chairwoman Morris called for a motion to approve the agenda. Commissioner Fleming made a motion to approve the agenda. Secretary/Treasurer Raymond seconded. The motion was approved unanimously 4 – 0.

**4. August 7, 2018 Work Session & Meeting Minutes [Discussion/Approval]**

Chairwoman Morris called for a motion to approve the August 7, 2018 meeting minutes. Commissioner Wood made a motion to approve the August 7, 2018 meeting minutes. Commissioner Fleming seconded. Motion approved unanimously 4 – 0.

**5. Treasurer's Report**

Chairwoman Morris requested Secretary/Treasurer Raymond to read the Treasurer's report for July 2018.

Secretary/Treasurer Raymond reviewed the summary of bank and investment account activities for the month ending in July.

- A. July 31, 2018 Department Checks #44151 through #44221 for a total of \$160,358.13. [Discussion/Approval]

Chairwoman Morris called for a motion to approve the July 2018 Treasurer's report. Commissioner Fleming made a motion to approve the department checks for July 2018. Commissioner Wood seconded. Motion approved unanimously 4 – 0.

## **6. Chief's Report [Information]**

Chief Love highlighted items on the Chief's report as well as:

- Meeting with the new Principal of Beach Elementary
- Update on Secretary/Treasurer Raymond's comments from previous meeting regarding Fire Station 31
- Upcoming FASD Meeting
- Thank you email from community

## **7. Attorney Report [Information]**

Chairwoman Morris stated that the Darren White trial could be getting closer and stated that the Board needs to discuss the possibility of upcoming legal fees. The Board agreed to discuss this in the budget updates discussion.

## **8. Restate Agenda Items**

## **9. Public Input on Agenda Items**

*No public input was provided*

## **10. Old Business**

### **A. Infrastructure Planning/Funding [Information/Discussion]**

Chief Love provided a timeline to the Board and discussed the importance of the dates in order to receive the best rate for upcoming apparatus replacement loans. Commissioner Fleming stated that he would like to look at the Board policy manual regarding remote attendance for meetings especially meetings that are of a significant topic. The Board agreed that this topic should be put on a future work session meeting agenda.

### **B. Fire Chief Evaluation Dates Agreement Addendum [Discussion/Approval]**

Commissioner Wood made a motion to approve the attached Addendum to Fire Chief Employment Agreement as written to be effective immediately. Secretary/Treasurer Raymond seconded.

Motion approved unanimously 4 – 0.

### **C. Board Policy Manual Updates [Discussion/Approval]**

Commissioner Wood made a motion to approve the changes as proposed to the Board Policy Manual effective immediately. Secretary/Treasurer Raymond seconded.

Motion not approved as it required a super-majority vote and the vote was 3 – 1.

(Commissioner Fleming dissenting)

The Board discussed the verbiage regarding a super majority vote. After discussion, Commissioner Fleming updated his vote to yes for the betterment of the department.

Motion approved 4 – 0.

Chairwoman Morris asked what the consequences were if Commissioners did not follow the Board Policy Manual. The Board agreed to add this topic to a future work session meeting for discussion.

**D. 2018/2019 Budget Updates [Information/Discussion]**

Chief Love provided a review of budget items that were removed or updated to bring the Truth in Millage Rate (TRIM) down. The Board discussed the possibility of upcoming legal fees and the plan for covering those costs. The Board discussed the updated budget and collectively agreed to move the presented budget forward as the District's Proposed Budget at the upcoming Preliminary Budget Hearing and post the budget to the District's website.

**11. New Business**

**A. Surplus Capital Assets [Discussion/Approval]**

Commissioner Wood made a motion to surplus assets as provided on Surplus List #2018-02 and to dispose of assets as recommended by staff and in accordance with all the laws and rules of the State of Florida. Commissioner Fleming seconded. Motion approved unanimously 4 – 0.

Commissioner Fleming stated that he would like to see us donate equipment that is not obsolete to other entities in need.

**B. Personal Protective Equipment Lease Program [Discussion/Approval]**

Chief Love provided a review of the Personal Protective Equipment Lease program and explained that the purpose of the plan is to provide two (2) sets of gear to each employee. Chief Love stated that this program has been reviewed and approved by legal counsel.

Commissioner Wood made a motion to approve the Master Lease Purchase Agreement with Tax-Exempt Leasing Corporation for \$96,000 for the lease of personal protection equipment and to adopt the Lessee Resolution identified as Exhibit E in the Master Lease documents, providing Chief Love with the authority to finalize the lease agreement once the District's legal counsel has reviewed and approved the lease document. Commissioner Fleming seconded. Motion approved unanimously 4 – 0.

**12. Reports from Union Representatives Districts 3 and 15 [Information]**

*No Reports Provided*

**13. Fire Chief Remarks[Information/Discussion]**

*No Additional Remarks Provided*

**14. Commissioner Remarks**

Commissioner Wood thanked Commissioner Fleming for his efforts with the Clean Water Initiative.

Commissioner Fleming read the letters received from Matlacha/Pine Island Fire Department and Bonita Springs Fire Department supporting the Clean Water efforts.

Chairwoman Morris discussed the natural phenomenon with the water issues.

Secretary/Treasurer Raymond and Chairwoman Morris agreed with other Commissioner's comments.

**15. Public Input**

*No public input was provided*

**16. Adjournment**

7:03 pm

DRAFT

**DRAFT MINUTES**  
**SPECIAL MEETING OF THE**  
**FORT MYERS BEACH FIRE CONTROL DISTRICT**  
**BOARD OF COMMISSIONERS**  
TIME: 4:00 PM  
DATE: September 10, 2018  
PLACE: 2755 Estero Boulevard – Public Library  
Fort Myers Beach, Florida 33931

IN ATTENDANCE: Chairwoman Morris, Vice-Chairman Schindler, Secretary/Treasurer Raymond, Commissioner Wood, Fire Chief Love, District members and members of the public.

Absent: Commissioner Fleming

**1. Meeting Called to Order**

**2. Pledge of Allegiance**

**3. Adoption of Agenda**

Chairwoman Morris called for a motion to approve the agenda. Secretary/Treasurer Raymond made a motion to approve the agenda. Secretary/Treasurer Raymond seconded. The motion was approved unanimously 4 – 0.

**4. Restate Agenda Items**

**5. Public Input on Agenda Items**

*No input was provided*

**6. Old Business**

A. Infrastructure Planning/Funding [Discussion/Approval]

Discussions took place regarding the legal way to discuss the bid process of purchasing property should the need arise. The Board and District also discussed future infrastructure planning options.

**7. New Business**

A. Fire Apparatus Procurement [Discussion/Approval]

Chief Love and Chief Wirth discussed the staff's fire apparatus purchase recommendation and answered questions presented by the Board. Commissioner Wood made a motion to approve Fort Myers Beach Fire Control District Resolution 18-02, a Resolution Approving Financing Terms as written and attached. Vice-Chairman Schindler seconded.

Motion approved unanimously 4 – 0.

Vice-Chairman made a motion to approve the bid proposal for the purchase of one (1) Sutphen Corporation Monarch SPF-100 Aerial Platform as identified in the proposal at a purchase price of \$1,202,887.79 and to grant the Fire Chief authority to complete

the transaction and if needed, negotiate unforeseen items, up to 5% of the original quote. Commissioner Wood seconded.  
Motion approved unanimously 4 – 0.

**8. Reports from Union Representatives Districts 3 and 15 [Information]**

*No Reports Provided*

**9. Fire Chief Remarks[Information/Discussion]**

Chief Love provided the Board with an updated copy of the Board Policy Manual. Chief Love reminded the Board of the 9/11 Ceremony that is taking place tomorrow.

**10. Commissioner Remarks**

Vice-Chairman Schindler thanked Chief Wirth and his team for all of their hard work on selecting the new apparatus.

Secretary/Treasurer Raymond asked if this new apparatus was budgeted for in this year's budget.

Chairwoman Morris thanked the Firefighters for their work.

**11. Public Input**

*No input was provided*

**12. Adjournment**

4:50 pm



# **FORT MYERS BEACH FIRE CONTROL DISTRICT**

**BOARD OF FIRE COMMISSIONERS  
WORK SESSION & MEETING**

**NEW BUSINESS  
MATERIALS**



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS MEETING

### “Blue Sheet” AGENDA ITEM INFORMATION

**AGENDA CATEGORY:** New Business ITEM 9A  
**AGENDA ITEM:** Board of Commissioner Teleconferencing  
**SUBJECT:** Discussion on policy and teleconferencing for meetings  
**OTHER:** Added by Commissioner Fleming

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#### **ACTION** [Discussion]

#### **PURPOSE**

Discuss the Board policy regarding teleconferencing for meetings when a Board member cannot be physically in attendance.

#### **HISTORY**

Historically, Fire Commissioners have agreed not to allow teleconferencing for meetings, which is currently incorporated into the Board Policy Manual.

At a previous meeting, this topic was mentioned due to the timing of important decisions and the importance of all Commissioners being able to provide input on topics whether by teleconferencing into a meeting or physically attending a meeting.

#### **RECOMMENDATION**

Staff recommends Commissioners discuss options and provide staff with direction.



**FORT MYERS BEACH FIRE CONTROL DISTRICT**  
**BOARD OF FIRE COMMISSIONERS MEETING**  
**“Blue Sheet” AGENDA ITEM INFORMATION**

**AGENDA CATEGORY:** New Business **ITEM 9B**  
**AGENDA ITEM:** Board of Commissioner Policy Violations  
**SUBJECT:** Discussion on enforcing policy  
**OTHER:** Added by Commissioner Morris

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**ACTION**  
**Discussion**

**PURPOSE**  
Discuss what the ramifications are for violating Board of Commissioner Policies.

**HISTORY**  
The Board of Commissioners recently updated the Board of Commissioner Policy Manual and set standards for all Commissioners to follow.

At a previous meeting, there was discussion regarding the lack of violation enforcement in the policy.

**RECOMMENDATION**  
Staff recommends Commissioners discuss options and provide staff with direction.



**FORT MYERS BEACH FIRE CONTROL DISTRICT**  
**BOARD OF FIRE COMMISSIONERS MEETING**  
**“Blue Sheet” AGENDA ITEM INFORMATION**

**AGENDA CATEGORY:** New Business **ITEM9C**  
**AGENDA ITEM:** [Long-Term District Sustainment and Progression](#)  
**SUBJECT:** Discussion on long-term sustainment  
**OTHER:** Added by Commissioner Morris

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**ACTION**  
[\[Discussion\]](#)

**PURPOSE**  
Discuss the future plan of the department in regards to long-term sustainment and progression.

**HISTORY**  
Added by Commissioner Morris for Discussion