

Matlacha/Pine Island Fire Control District
Minutes for Regular Commissioners Board Meeting
October 28, 2020
Subject to Board Approval

Call to Order: Commissioner Player called the meeting to order at 5:01 p.m.

Invocation: Mr. Pritt led everyone in the invocation.

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

Roll Call: Commissioner Player, Valcarcel, Price, Cammick, and Dreikorn were present. Chief Mickuleit, Deputy Chief Brant, Assistant Chief Davis, Mr. Pritt, Captain Russell, Engineer Russ, Firefighter Peer, Firefighter Saffold, and Administrative Assistant Miles were present. Guests: Darlene Soler, Frank Valcarcel, Penny Pritt, and Gordon Short were present.

Setting of Agenda: Commissioner Player asked if there were any changes or public comment on the agenda. There were none. **Commissioner Cammick moved to approve the agenda, Commissioner Dreikorn seconded. Agenda approved.**

Approval of Minutes:

It was noted by Admin Assistant Miles that the September 23rd minutes had been prepared and put on the website in a timely manner, however were forgotten to be added to the agenda. Mr. Pritt suggested that they not be adopted until the next meeting.

1. September 18, 2020 Continuance of Tentative Budget Hearing - **Commissioner Valcarcel moved to accept minutes as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**
2. September 30, 2020 Final Budget Hearing - **Commissioner Cammick moved to accept minutes as presented. Motion seconded by Commissioner Dreikorn. Motion passed unanimously.**

Treasurers Report: 9/15 – 10/23/2020 Treasurer’s Report presented by Commissioner Cammick. **Commissioner Dreikorn moved to accept the Treasurer’s Report as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**

Cash Disbursements: 9/15 – 10/23/2020 **Commissioner Cammick moved to accept the cash disbursements as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**

Accountants Compilation Report: Presented by Renee Lynch. **Commissioner Cammick moved to accept Accountants Compilation Report. Motion seconded by Commissioner Price. Motion passed unanimously.**

Commissioners’ Expenses: None

Guest Speakers: None

Public Comment – Agenda Items:

Firefighters: Capitan Russell spoke up about how well the new hires were doing and all the training that they have been doing over the last few weeks.

Union: None

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New Business:

1. Enroll in Auto Pay for Cigna Health Insurance. Admin Assistant Miles informed the Board that Cigna only allows paperless billing and auto draft bill pay, therefore there will not be a paper check written for this each month. Mr. Pritt reassured the Board that this doesn't go against any statutes and doesn't believe that it goes against the Charter documents, therefore the board doesn't have to take any action. Additionally Chief Mickuleit brought up to the Board the idea of having more of the standard monthly bills move to online bill pay. Things such as electric, internet, and water. Commissioner Valcarcel suggested that if the transaction detail report was set up to be sorted by vendor it could make it easier on the Board for these items that we switch to online bill pay to see when there are more or less charges than expected in a month, or if in total the monthly amount is higher or lower than expected. It was asked of Admin Assistant Miles if this was possible, she replied that it is and it was decided to try out both ways at the next meeting. There was one public comment from Mr. Frank Valcarcel that suggested that a purchasing policy be put in place governing what vendors were allowed to be paid this way. Accountant Renee Lynch, spoke up and assured the Board that it as the plan for her to sit down with admin and develop a purchasing policy to present to the Board for their final approval. The Board agreed that they would like to move forward with an updated purchasing policy.
2. Workshop dates for the 20/2021 FY: There was discussion of what the workshops would be for, and ultimately decided that there would be no official business transacted and they would be just for discussion purposes only. It was decided to start them January 2021 and have them on the Monday before the regularly scheduled meetings at 5:30pm. The dates are as follows: January 25th, 2021, February 22, 2021, March 22, 2021, April 26, 2021, May 24, 2021, June 21, 2021, July 26, 2021, August 23, 2021, and September 20, 2021. **Commissioner Cammick moved to set the dates as read. Commissioner Dreikorn seconded. Motion passed unanimously.**
3. Discussion of what needs/should be posted on website: Commissioner Valcarcel began the discussion by bringing up the new statute which no longer requires special districts to post supporting documents with the agendas, since this was causing a significant ADA compliance issue with many special districts. She feels that we should, even though we are no longer required, still be posting as much supporting documentation as we can while remaining ADA compliant. Additionally she and the other Board members received from her husband, Frank Valcarcel relating to concerns about the website. She handed the discussion over to him. He brought up some areas that he felt that the District's website was lacking and gave suggestions as to how he thought it could be improved. Being that he is in the IT business he has offered his services pro bono to the District to make some of the improvements discussed if the Board decides. There was discussion between the Board and Admin on what kind of changes are possible and necessary. No formal decision was made by the Board, but Chief Mickuleit agreed to look into some of the suggestions.
4. **RESOLUTION 2021-001 A RESOLUTION OF THE MATLACHA/PINE ISLAND FIRE CONTROL DISTRICT OF LEE COUNTY, FLORIDA, AUTHORIZING THE REMOVAL OF CERTAIN FIXED ASSETS AS SET FORTH IN FLORIDA STATUTES 274, IN ACCORDANCE WITH GENERALLY ACCEPTED**

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ACCOUNTING PRINCIPLES, AND BOARD OF COMMISSIONERS FIXED ASSETS PROCEDURES; PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Dreikorn moved to accept the resolution as presented. Commissioner Cammick seconded. Motion passed unanimously.

5. RESOLUTION 2021-002: A RESOLUTION OF THE MATLACHA/PINE ISLAND FIRE CONTROL DISTRICT OF LEE COUNTY, FLORIDA, APPROVING BUDGET AMENDMENT #2021-001; PROVIDING FOR AN EFFECTIVE DATE.

Accountant Renee Lynch explained that the purpose of this amendment was to fund for the additional holiday that the Board decided to give to the bargaining unit as a thank you for all the hard work through these stressful times. **Commissioner Dreikorn moved to accept the resolution as presented. Commissioner Cammick seconded. Motion passed unanimously.**

6. Agreement with Roetzel and Address: Mr. Pritt asked the Board to add this to the next agenda, so that his colleague could attend, since she would be taking over for him.

Old Business:

1. Re-visit Chief's contract: Discussion of the Chief's contract began at the August Regular Meeting. Since then the Chief and Deputy Chief have replied to concerns over incentives owed to them with a letter to the board forfeiting those amounts for all years prior and going forward. There was discussion by the Board about whether the contract needed to be opened and amended for this. Mr. Pritt suggested that it be left the way it is, the letter provided by the chiefs is enough to cover the concerns and in 4 years when the contract is up for negotiation it can be discussed then. There were a couple comments from the public. One from Mr. Short about sick and vacation pay. He feels that by allowing the Chief to buy out half of his vacation and all of the un-used sick at the end of the year is misleading. If the board believes that he should be making that much it should be built into his salary. Additionally he believes that sick time for executives is not necessary. If he is sick he gets paid. Mr. Valcarcel touched on the fact that some of what is being discussed on Facebook, that it looks like the Chief has the ability to negotiate incentives and benefits for himself through the union contract. The Chief reminded the Board that ultimately they have the final decision over the Union Contract and further, the contract ratified this year and his personal contract did not include any additional incentives or benefits. He has the ability to tentatively accept the contract on behalf of the District, but the Board gets the final say. No formal decisions were made, since the Chief's contract has already been accepted and the letter from Chief and Deputy Chief covers the interpretation of certain incentives and benefits thought to be owed to them.
2. Re-visit decrease in Budget: Admin added this to the agenda just to clear up with the Board, where the decrease in millage was actually coming out of in the budget, since the Budget hearing is really just to set the millage and total budget amounts. It was explained that \$40,000 would be coming out of capital projects to replace siding at station 1 and the remaining would come out of reserves. The Board will dive deeper into the allocation of reserves and unassigned fund balance during the workshop meetings throughout the year.

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Chief's Report: Brief discussion on the following items:

1. Fire Prevention Week: was a little different this year, no actual interaction with the kids, but we were able to drop off safety info at the school to be passed out.
2. The generator at Station 1 has been replaced.
3. The additions to the tower have been made. We were able to get the supplies donated and we just paid for the labor.
4. We are currently looking into renewing/changing our medical director.
5. We hosted our drive thru pumpkin patch last Saturday, we gave out over 400 pumpkins and goodie bags including Halloween safety information.
6. We are working on planning the Christmas event. Currently we are planning a drive by and see Santa, drop off a letter and get a goodie bag with Christmas safety info.
7. E-152 is still on track to be delivered at the end of the year. Asst. Chief and Chief will be going to see the progress this Friday.
8. We have made stands to hang our glow necklaces on this year to put out at the hot spots for trick-or-treating. Usually the guys would park a truck and hand them out, but with COVID we are trying to limit everyone's exposure.
9. Finally, we responded to the dump truck accident at Burnt Store and Pine Island Rd on Tuesday. We had two trucks and all the Chief's and Cape had multiple trucks and Chief's it took the crew hours to get the cab opened up to retrieve the driver.

Public Comment – General: None

Good of the District:

1. Commissioner Player brought to everyone's attention the drive thru trick-or-treat at the Moose Lodge this Friday.

Adjournment:

Commissioner Valcarcel moved to adjourn. Motion seconded by Commissioner Dreikorn. Motion passed unanimously.

Meeting adjourned.

Respectfully submitted,

Sarah Miles
District Administrative Assistant

Board Secretary