

**Matlacha/Pine Island Fire Control District**  
**Minutes for Regular Commissioners Board Meeting**  
**May 29, 2024**

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

**Invocation:** Commissioner Hernandez 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, Admin Assistant Kerr, Firefighter Vilchez, and Attorneys John Agnew and John Miller were present. Public: Art Castellanos from Castellanos & Tramonte Architects, Alex Mitchell and Chris Kessler from CLA.

**Setting of Agenda:** Chief Mickuleit asked if the board would be ok with moving the audit report to directly following the accountant's compilation report. **Commissioner Cammick moved to approve the agenda as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**

**Approval of Minutes:**

1. April 22, 2024, Workshop Meeting Minutes **Commissioner DeLacey moved to accept the minutes as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**
2. April 24, 2024, Regular Meeting Minutes **Commissioner Price moved to accept the minutes as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

**Treasurers Report:** 4/20/23 – 5/24/24 Presented by Commissioner Cammick. **Commissioner Hernandez moved to accept the Treasurers Report as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**

**Cash Disbursements:** 4/20/23 – 5/24/24 **Commissioner Cammick 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 April 30, 2024. **Commissioner Hernandez moved to accept the Accountants Compilation Report. Motion seconded by Commissioner Price. Motion passed unanimously.**

**2023 Audit Report:** Chris Kessler and Alex Mitchell presented the 2023 fiscal year end audit report. The audit opinion is clean, and they appreciate the help of administration to get the audit done on schedule. **Commissioner Cammick moved to accept the fiscal year 2023 audit report as presented. Motion seconded by Commissioner Hernandez. Motion passed unanimously.**

**Commissioners' Expenses:** None.

**Guest Speakers:** None.

**Public Comment:** None.

**Firefighters:** None.

**Union:** None.

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**Old Business:**

1. Station 2 update/ Architecture Contract Review and Approval: Art Castellanos presented the board with his proposal, which the chief and attorney have reviewed and amended as needed. Mr. Castellanos is eager to move forward on the project. Attorney John Agnew gave a brief overview of the contract. It is a standard AIA contract with very little modification, the few minor changes that he asked for were implemented by Art and he feels comfortable with the way it stands. **Commissioner Price moved to accept the contract as presented with Castellanos and Tramonte Architects. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**
2. Legislation Update: None.
3. Ladder Truck: Chief Mickuleit updated the board on the process with the ladder truck. The district's attorney has reviewed and approves of the piggybacking of a contract for the ladder truck build. Chief Mickuleit had had leasing 2 run preliminary financing numbers for us and presented a couple options to the board for term and amounts. Additionally, attorney Agnew suggests that the board hire additional counsel for the financing, for both the ladder truck purchase and Station 2. **Commissioner Cammick moved to allow Chief Mickuleit to retain Bryant Miller Olive P.A. for help with financing the ladder and station 2 as needed. Motion seconded by Commissioner Price. Motion passed unanimously.** The board also provided a consensus of moving forward with the purchase of the ladder truck though a piggyback contract. The final purchase order and agreement will be brought back to the board for approval at the next meeting.

**New Business:**

1. Mental Health Initiative: The Chief brought to the board concerns that the crews may need additional support when it comes to mental health. He presented a memo reviewing the options that are being considered and just wanted to bring up the concept to the board. Final approval will be brought back once a decision has been made as to the best option. The board came to a consensus that they were behind this initiative and look forward to what administration brings back.
2. Workers Comp Policy: attorney John Agnew gave the board a brief update, however they are still working on getting a final draft together to present to the board. He plans to have something in writing for the next meeting.

**Chief's Report:**

- The engine currently on order has been pushed back to April 2025.
- In the past two weeks we have had two fraudulent check attempts. Thankfully we have positive pay on our banking, so these did not make it through. Police reports have been filed for each.
- Last week we went to the elementary school and taught the 5<sup>th</sup> graders CPR and a few days later beat them in kick ball!
- Chief Mickuleit and Assistant Chief Davis were asked to join the EMT Strike Team and wanted to make sure the board did not have an issue with that. No concerns were raised.
- The SOW for heads up CPR is going though the state currently. Once we receive the funds and the invoice, we will be able to schedule the training and receive the Lucas devices.

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- There has not been discussion at the county level yet about a burn ban. However, all neighboring counties have enacted one. If it goes much further the Chief will present it to the board for a local ban.
- Matt presented the call report for April 2024.
- The rescue truck will be in place soon.
- The Chief presented some photos from recent brush and structure fires.
- The Chief introduced the board to Angela Kerr, the new administrative assistant.
- Finance manager Miles talked about the FGFOA conference that she and Angela attended last week.

**Public Comment:** None.

**Good of the District:**

Commissioner DeLacey, Sanibel Fire will be having a groundbreaking ceremony on June 7<sup>th</sup> at 10am. Commissioner Player, Kiwanis will be having a pool party on June 8<sup>th</sup> from 11-1. Kiwanis will also be hosting a back-to-school bash over labor day weekend.

**Adjournment:**

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

Respectfully submitted,  
*Sarah Miles*  
District Finance Manager

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Board Secretary