

**FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
September 20, 2018  
MINUTES**

**Call Meeting to Order**

Commissioner Apperson called the meeting to order at 7:35 p.m. In attendance were Commissioners Apperson, Kimball, Schneider, Detzel and Ragen. Also in attendance were Chief Dowaliby; Attorney Pringle; two members of the public, Fred Stevens and Warren Blakely; and several other members of the department.

**Pledge of Allegiance and Moment of Silence**

**Amendments to the Agenda**

There were two additions to New Business:

1. Approval of Darley quote for the Brush Truck pump for \$15,723.00
2. Approval of meeting dates for fiscal year 2018-2019. We propose keeping the meetings on the third Thursday of each month.

**Presentations/Awards**

None

**Approval of Minutes**

The minutes for August 2018 were presented for approval. Commissioner Kimball made a motion to accept the minutes as presented. Commissioner Ragen seconded and the motion passed.

**Treasurer's Report**

<b>First Bank - General Fund</b>			
<b>Opening Balance</b>	<b>August 1, 2018</b>		<b>\$913,791.34</b>
<b>Credits</b>		<b>\$17,510.59</b>	
<b>Debits</b>		<b>\$202,988.41</b>	
<b>Ending Balance</b>	<b>August 31, 2018</b>		<b>\$728,313.52</b>
<b> </b>			
<b>Opening Balance</b>	<b>August 1, 2018</b>		<b>\$590,514.49</b>
<b>Credits</b>		<b>\$376.15</b>	
<b>Debits</b>		<b>\$0</b>	

<b>Ending Balance</b>	<b>August 31, 2018</b>	<b>\$590,890.64</b>
<b>First Bank - CDARS</b>		
<b>4 Week Public Funds CD</b>		<b>\$2,000,000.00</b>
<b>13 Week Public Funds CD</b>		<b>\$2,000,000.00</b>
<b>26 Week Public Funds CD</b>		<b>\$2,000,000.00</b>
<b>Total CDARS</b>		<b>\$6,000,000.00</b>
<b>Total</b>		
		<b>\$7,319,204.16</b>

Commissioner Kimball made a motion to accept the Treasurer’s Report. Commissioner Schneider seconded, and the motion passed.

**Chief’s Report**

This has been an interesting month. We have several items under new business. This may be a long meeting, but I will read my report since we have members of the public present. If you have any questions I will be happy to answer them.

**Items of Interest**

- We conducted interviews and we gave a conditional offer to Bronson Janey, one of our volunteers. I would like to thank Captain Burrell, Captain Jones, Captain Clouse, Engineer Swindle, Engineer Washburn, Engineer Simmons and Firefighter Pledger. Their dedication to the organization’s success is appreciated. It was a long day and the best candidate came to the forefront. His first shift will be October 3<sup>rd</sup>.
- October 1<sup>st</sup>, Engineer Rewis will become Fire Marshal/Deputy Chief.
- October 1<sup>st</sup>, Firefighter Pledger will promote to Engineer.
- Engineer Simmons application for USAR is under consideration for Task Force 6. Once he is approved, he will become the third member of Task Force 6 from the Ft. Myers Shores Fire Department.
- The Buckingham Exceptional School did a firefighter appreciation day. On the table will be some examples of what they did for us. There are a couple of nice items they made for us, including a painting of the flag. Unfortunately, most of use were unable to attend because we already had the interviews and testing set up for that day. Firefighters Whatley and Hunt attended with Debbie and the school really did a nice tribute to the fire department, complete with lunch.
- I left Paul Martin at Kolter a voicemail concerning the adjacent property here at Verandah.
- The Tahoe is moving through the process of being repaired finally. The insurance company and the repair shop have come to an agreement.

- I received a message from Kitty Green about the Lehigh lots. Mr. Pringle should have an update on the lots. The title search found a lien on the property.
- The FP&L project is moving forward. The Confined Space class starts October 29<sup>th</sup>. We've been working on plans for the confined space trailer that FP&L is buying for the program.
- The gym floor project is complete except for one piece of floor mat that has been ordered but hasn't arrived yet. All three shifts participated in the project. Captain Jones, Captain Clouse and Engineer Poulton deserve an extra thank you. The original bid was \$3,500 and they did it for about \$600.
- We are moving forward with getting additional bids for the boat lift per the grant.
- I participated in the Hero Flight Charity Golf Tournament. I was humbled to see the great work these folks do for our greatest generation of veterans.
- I participated in a Rotary Club event Saturday. Dictionaries were purchased for every school in Lee County.

### **Meetings Attended**

- Debbie and I attended the Cooperators Training at Florida Forestry Service.
- I attended the Geo Division Meeting. Lee County Emergency Management has their own plan which doesn't really appreciate the needs of Tice, Alva or the Shores.
- I attended the Violent Situations SOG Committee. Chief Vanderbook, Estero FD, has given permission to his SAVE instructors to come teach an Active Shooter class to Alva, Shores, Tice and Bayshore. I will be working on the details.
- I had lunch with Chief Abes of LCEMS. Our EMT project is moving forward, slowly.

### **Training Attended**

- All three shifts participated in Alzheimer's Awareness class through the Dubin Center. It was a very interesting and informative class.
- The men will be attending a three-day Co-op training at the SWF Training Academy. The topic will be ladders, forcible entry and hose management.
- Firefighter Mimbs continues to attend Paramedic school.
- Firefighter Hunt completed Operations Level Rope Rescue.
- Rope Operations Level testing will start next week.
- We have been in contact with National Rescue Consultants and they are helping us plan for the Confined Space Technician trailer equipment.
- The men continue to train. We have several men working on their Bachelor and Associates degrees.

Mr. Blakely had several questions about the union: is the union new for the department, if it is countywide, how it is structured and what it is called. Chief Dowaliby said that the District has had a union since 2005. Lee County is covered by three unions – one for the City of Cape Coral, one for Bonita Springs and the other one is 1826, which has 24 districts and covers the rest of the county. We are District 18 and 20 of Local 1826, Southwest Florida Professional Firefighters and Paramedics. Mr. Blakely asked if it is the same union as the post office. Chief Dowaliby said that it is a subsidiary of the AFL-CIO but he isn't sure what the post office workers union is called. Mr. Blakely then asked who participates in grievances and negotiations. Chief Dowaliby said that we negotiate with our members who usually have a member of the Local in negotiations on their behalf, with Mr. Pringle and the Chief negotiating on behalf of the District.

Mr. Blakely asked if we have a fire boat and where it will be kept. Chief Dowaliby said we currently have a rescue boat but not a fire boat. We have received a grant to build a boat lift to store the boat at Sweetwater Marina, which will give us quicker access. Currently we have to trailer it to the boat ramp to launch it. The rescue boat was purchased using a grant the district obtained in 2003 and going forward we will look at other grant opportunities to maybe get a fire boat with a pump.

In response to Mr. Blakely's question about the demarcation line for our district, Chief Dowaliby said it runs from Orange River to Hickey Creek and Caloosahatchee River to the north, including all of River Hall.

Mr. Blakely said everyone is doing a good job and that a couple of the guys helped him in January and did a good job.

Chief Dowaliby told Mr. Blakely that he believes we are in the three-year window for the second station. We are revising our previous plans based on new projections for growth in the district. We are planning now to keep administration here instead of moving to the second station. We don't know if EMS is going to be interested in being stationed at the second station.

Commissioner Ragen made a motion to accept the Chief's Report. Commissioner Kimball seconded, and the motion passed

### **Attorney's Report**

- There is a lien on the Lehigh properties that is a holdover from a code violation on another lot previously owned by the Ft. Myers Shores Volunteer Fire Company No. 1. The Volunteer Fire Company is now dissolved, but the legal ownership of the lots was never transferred to the

District, although the District has assumed the responsibility for the taxes on the lots. As a result, the lien from that property carried through to all their properties owned by the Volunteer Fire Company. In lieu of paying the fines, we could go through a lien mitigation process, which would require me to attend a hearing and ask the County Attorney's office to vacate the lien. The Volunteer Company sold the lot by Quit Claim Deed, so a title search was never done, and the current owners don't have a clear title. They apparently haven't ever tried to develop or sell the lot and the lien hasn't showed up to anyone until now. The outstanding amount owed consists of the original \$285 plus in fines, plus the accrued interest. Commissioner Schneider asked if we can pass the lien on to Habitat for Humanity if they will take it. Chief Dowaliby said that the total is about \$785 right now and Habitat has asked if the District will be willing to pay this amount to clear the title since Habitat is paying all the other costs associated with the transfer. The board said to ask if Habitat will pay for it and then next month the board will decide based on Habitat's answer. Mr. Pringle said he still has a couple of things to work out about conveying the property from the dissolved Volunteer Company. The Board directed Mr. Pringle to speak to Habitat and ask if they will assume the lien and report back next meeting.

Commissioner Detzel made a motion to accept the Attorney's Report. Commissioner Ragen seconded and the motion passed.

Chief Dowaliby added to his report that this month's birthdays include Captain Clouse and Firefighter Hunt.

### **Fire Prevention Division Report**

- a. Current Construction: Verandah River House Phase III; Storage King (Route 80 Storage), new building
- b. New Construction: 7-11 at Palm Beach Blvd. and Davis Blvd.
- c. Projects Completed: None to report.
- d. Revenues: The Division billed \$0 for the month.
- e. Meetings Attended: Lee County Fire Marshals & Inspectors Association; Lee County Fire & Arson Task Force
- f. Prevention Education: Incident Safety Officer class in Ocala
- g. Inspections: The division completed 33 various fire inspections for the month and a total of 290 for the year.

Commissioner Ragen made a motion to accept the Prevention Report. Commissioner Detzel seconded and the motion passed.

### **Public Input on Agenda Items**

None

### **Old Business**

None

### **New Business**

1. Approval to accept WCIND Grant Funds and expend matching funds to begin the process of building a boat lift at Sweetwater Landing. The WCIND Grant will cover 50%, or up to \$18,365.00. We would like approval for a not-to-exceed cost of \$20,000. We will need to obtain 3 bids for the lift and turn them into the county for them to choose and then turn our receipts in to them for reimbursement after the expenditure is done.

Commissioner Detzel made a motion to approve accepting the WCIND Grant funds and begin the process of building the boat lift for a not-to-exceed \$20,000.00. Commissioner Schneider seconded, and the motion passed.

2. Approval of job description for Deputy Chief / Fire Marshal position with one change from the packet the Commissioners received earlier. We have added the requirement for an Associates Degree, which Bobby already has, to the requirement for a High School Diploma or equivalent. Commissioner Kimball made a motion to approve the Deputy Chief / Fire Marshal job description. Commissioner Detzel seconded, and the motion passed.

3. Approval to apply for a credit card for Fire Marshal Rewis to use after he is promoted on October 1<sup>st</sup>. The Fire Chief has a credit card with a \$1,500.00 limit and each of the Captains have cards with \$1,000.00 limits.

After some discussion, Commissioner Kimball made a motion to apply for a credit card for the new Deputy Chief with a limit of \$1,500.00 limit. Commissioner Ragen seconded, and the motion passed.

4. Approve Bargaining Unit Contract. This contract has an added article for Additional Responsibility Pay, in place of Incentives. There are hourly increases for a variety of different certifications. The Board gave us a number in Executive Session and we are under that number.

The Union has ratified the agreement. There are about twelve different items and they can qualify with up to six each.

Commissioner Schneider made a motion to approve the Bargaining Unit Contract. Commissioner Detzel seconded, and the motion passed.

5. Renew Workers Compensation Insurance for fiscal year 2018-2019 with Florida League of Cities. The premium is \$42,646.00 which is an 8% increase over last year. We did not bid this out this year because there aren't that many companies we can go through and they won't bid every year. We have so many longevity and incentive credits with our current company that it is difficult for other companies to match or beat their rate, but we will bid it out next year.

Commissioner Detzel made a motion to renew the Workers Comp Insurance for a total premium of \$42,646.00. Commissioner Ragen seconded, and the motion passed.

6. Approval for purchase of gym equipment. The total is \$4,364.00, which is \$369.00 more than the amount the Board previously approved. The difference is that this includes both delivery and assembly.

Commissioner Ragen made a motion to approve the purchase of the gym equipment for \$4,364.00. Commissioner Kimball seconded, and the motion passed.

7. Approval to order the new extrication equipment budgeted for fiscal year 2018-2019 for a total of \$50,465.00. As a reminder, this is equipment we have saved for to replace obsolete equipment. This is electric equipment which replaces the oldest hydraulic Hurst tool, which can't be serviced anymore, and isn't just a single piece of equipment, but a large set of tools.

Commissioner Schneider made a motion to approve the purchase of the new extrication equipment for \$50,465.00. Commissioner Kimball seconded, and the motion passed.

8. Approval to begin the process of purchasing and setting up the bunker gear storage shed budgeted for fiscal year 2018-2019. We would like to have approval of a not-to-exceed cost of \$12,000.00 to include: purchase and set-up of the shed, insulation and interior finishing, electrical, lighting, and air conditioner/dehumidifier. This is the next step to comply with the new NFPA safety standards that say the bunker gear can't be stored in the same area as the trucks.

Commissioner Ragen made a motion to approve a not-to-exceed cost of \$12,000.00 to purchase and set up the bunker gear storage shed. Commissioner Kimball seconded, and the motion passed.

9. Approve Darley quote for Brush Truck pump for \$15,723.00. Last brush fire season, the pump on the brush truck failed during a fire so we submitted for a grant and received approval for up to \$5,000. We also received insurance in the amount of \$5,224.30. With the grant and the insurance

check, we will only be responsible for about \$5,500. We do need approval to write the check for the total.

Commissioner Detzel made a motion to approve replacing the Brush Truck pump for \$15,723.00. Commissioner Ragen seconded, and the motion passed.

10. Approve meeting dates for fiscal year 2018-2019.

Commissioner Detzel made a motion to set the meeting dates for fiscal year 2018-2019 on the third Thursday of each month at 7:30 p.m. at the Fire Station. Commissioner Ragen seconded, and the motion passed.

**Public Input on Non-Agenda Items:**

None

**Union Report:**

DVP Washburn thanked management for the smooth negotiations and the Board for ratifying the contract.

**Comments from Commissioners:**

Commissioner Detzel – Thank you for the wonderful work you do, and I’ll see you next month.

Commissioner Kimball – You guys do a great job. Nice way to do a Union Contract and if the guys are happy, we’re happy.

Commissioner Apperson – Thank you to everyone. I’m proud to be part of this department.

**Adjourn**

Commissioner Detzel made a motion to adjourn. Commissioner Ragen seconded and the motion passed.

Meeting was adjourned at 8:28 p.m.