

# **LEHIGH ACRES FIRE CONTROL AND RESCUE DISTRICT**

## **COMMISSION MEETING**

### **MINUTES**

**November 19, 2008**

The November 19, 2008 meeting of the Lehigh Acres Fire Control and Rescue District Board of Commissioners was opened at 4:00pm by President Berndt. Present were Commissioners Berndt, Adams, Barrett, Guzman and Hemingway. Chief Don Adams, Assistant Chief Jeff Haugh, Assistant Chief Solon Duncan, Fire Marshal Ken Bennett, Administrative Assistant Susan Platas, Bookkeeper Anita Kressel, and Secretary Jill Marcolini. Attorney Richard Pringle was also in attendance.

After the Pledge of Allegiance, Commissioner Berndt asked Chief Adams to give the invocation.

Sarah Clark from Lee County DOT made a brief presentation to the Board regarding the widening of Homestead Road project. She explained in detail how the project would start from South to North on Homestead Road, to be paid for by impact fees and gas taxes. She also answered Commissioners questions and concerns regarding the area of Station 102. She also stated the starting of this project is questionable due to unavailable funds at this time.

#### **ADOPTION OF AGENDA:**

Commissioner Berndt asked if there were any additions, corrections or deletions to the agenda. With none noted Commissioner Hemingway made a motion to adopt the agenda as presented Commissioner Barrett second. Motion passed.

#### **CONSENT AGENDA:**

- Special Meeting October 16, 2008 Special Meeting
- Fire Board Meeting Minutes of October 16, 2008
- Treasurers Report

Commissioner Guzman made a motion to accept the Consent Agenda as presented. Commissioner Adams second. Motion Passed.

#### **DEPARTMENT REPORTS**

##### **CHIEF ADAMS:**

- The floor at Station 105 is completed and the remaining \$60,000 was wired to Fowler Construction Company.
- Received a Thank you card from an anonymous citizen, for his leadership. The card had a post mark from Lakeland, Florida.

- Completed the SIREN training. The program cost Lee County Public Safety over \$500,000, which will aid in response coverage and the ability to predicate or forecast areas where the next EMS call may occur.

**DVP 6 and 19: None**

**ATTORNEY RICHARD PRINGLE**

- Verizon Tower site on Joel Blvd, Attorney Pringle spoke at the zoning hearing on the Districts behalf.
- Inspection Fee Resolution to be discussed under Unfinished Business.

**PUBLIC COMMENT ON AGENDA ITEMS:**

Mr. Robert Anderson Lehigh resident congratulated newly elected commissioners. He stated he had concerns regarding the cell phone tower on the District's Sunshine Rd. property. He commented on how the District could make extra money by sub-leasing the tower to other vendors and in his opinion be added in the contract.

**COMMISSIONER REPORTS: None**

**UNFINISHED BUSINESS**

**Inspection Fee Ordinance:**

Chief Adams addressed the Board stating that Attorney Pringle and Fire Marshal Bennett would be able to answer any questions the Board may have concerning the Resolution. Attorney Pringle stated to the Board most Districts have adopted a similar resolution. Commissioner Hemingway questioned false alarm fees, in Section A. A few brief questions to Fire Marshal Bennett regarding fees/schedules Section A-D.

Chairman Berndt then read Resolution 2008-11-01 for the record.

Commissioner Guzman made a motion to accept resolution 2008-11-01 as read Commissioner Hemingway second. Motion passed.

**Cell phone tower:**

John Banner from T-Mobil submitted hand-outs to the Board and made a brief presentation regarding constructing a tower on the District's owned property on Sunshine Blvd. Commissioner Adams stated to Mr. Banner a road construction project connecting Lehigh to Lockett Road may cross near the property. Mr. Banner stated he will look into the project and make another presentation at another time.

## **NEW BUSINESS:**

### **Re-organization of the Board:**

Commissioner Berndt asked Attorney Pringle if the Board could leave the positions as they are. Attorney Pringle stated yes, the next reorganization of the Board would be a year from now. Commissioner Guzman made a motion to leave the positions of the Board as is with a second from Commissioner Barrett. Commissioner Adams asked Commissioner Barrett if she would accept the nomination of Chairman. Commissioner Barrett passed. No further discussion. Motion Passed. The Board positions are as follows:

Chairman/President Jeff Berndt  
Vice-President Joel Guzman  
Secretary/Treasurer Julie Barrett  
David Adams/Ralph Hemingway Commissioners

### **Homestead Rd. Widening Project:**

Commissioner Berndt commented to the Board that he believed at a previous Board meeting Gora/McGahey architects had engineered plans for the District's property on Homestead Rd. Commissioner Berndt suggested to Chief Adams to call Gora/McGahey on this issue.

### **Memorandum of Understanding-Uniforms:**

Assistant Chief Haugh stated to the Board the District has a set number of uniforms we give out to employees. It has been discussed an a la cart option, personnel will receive an allotment and may mix and match their uniform allotment. The Board would need to make a motion for a Memorandum of Understanding for uniforms. This would be Article 22.1, 22.2 (clothing allowance). Commissioner Guzman made a motion to allow the Chief enter into a Memorandum of Understanding with District 6 on Articles 22.1, and 22.2 in reference to uniforms allowing them to finalize the language, the Chief and Attorney Pringle. Commissioner Hemingway second. Motion Passed.

### **Community Council:**

Chief Adams, appointed by the Board to represent the District at the meetings of the Community Council and report back to the Board. Chief Adams is asking the Board to be replaced at this time at the meetings. He stated that Commissioner Hemmingway is attending them as part of the Lions club. Chief Adams stated that recently because of his schedule it has been difficult to attend the meetings. Chief Adams is asking the Board to appoint Commissioner Hemmingway or appoint another Commissioner to represent the District at the meetings and bring back information to the Board. Commissioner Hemmingway agreed because it is a general discussion, question and information. Commissioner Adams agreed to be alternate in case Commissioner Hemmingway could not attend.

### **Department Chaplain:**

Chief Adams addressed the Board concerning a Department Chaplain. The District has had one before, Ron Jackman who is now retired. The Chaplain's primary roll will be to assist the firefighters in the difficult and dangerous job of protecting the public; The

Chaplain will be available to assist the firefighters and their families in any way possible. By building supportive relationships, the Chaplain can offer counsel and encouragement to firefighters. Lt. Norman is currently filling that roll and talking to firefighters when circumstances come up. Chief Adams is asking the Board to institute that again. It will cost the District \$400.00 to \$500.00 for the on-line class for Lt. Norman to be certified. After a few brief questions, Commissioner Guzman made a motion from the recommendation of Chief Adams for Lt. Gerald Norman to attend Chaplain School and become the official Chaplain of the Fire Department. Commissioner Barrett second. Motion passed.

**Fire Training Officer:**

Chief Adams addressed the Board for the District in need to fill the position of Fire Training Officer. The Fire Training officer is essential to the safety to our firefighters. He stated, to have a very effective and efficient department we need someone to do training to everyone. The District hasn't filled the position since February of 2007. They would be also acting as safety officer on a fire scene. The person would become a Certified Safety Officer.

Commissioner Guzman asked what rank this position would fall under. Chief Adams the job description currently is a division Chief would be under Assistant Chief Haugh. After much discussion from the Board Chief Adams stated he would like to try to advertised the position internally first, then go outside if no one would be qualified or accept the position. Chief Adams stated he is looking for the Commissioners approval to advertise and to fill the position. Attorney Pringle stated he would like to clarify for the record, what the Chief is really asking for is input from the Board because in reality he has a position that is vacant and he can fill it however he wanted to. (internally or externally) Official formal motion and Board action is not required. The Board concurred that the Chief advertise internally first.

**Finance Specialist Job Description:**

Chief Adams request approval to rename the Bookkeeper position to Finance Specialist and accept the new Job Description. All Commissioners received a copy of the new Job Description to review. Chief Adams stated at the Budget Workshop the Board agreed to increase the salary. The Board asked to highlight the changes. Anita Kressel answered the only changes were the educational requirements and the Title. Commissioner Guzman made a motion to go with the recommendation of the Chief to change the job title and Job Description for the Financial Specialist. Commissioner Hemingway second. Motion passed.

**PUBLIC COMMENTS:**

Mr. Robert Anderson Lehigh Resident commented on the damaged Engine that was in the accident in the ditch. If it was back in service and the cost of the repair. Mr. Anderson also stated he had called Chief Adams earlier in the week on concerning a complaint he had asked if it was taken care of. Assistant Chief Duncan answered, it has been resolved. He also had concerns regarding Ambulance billing.

**COMMISSIONER COMMENTS:**

Commissioner Hemingway congratulated the newly elected commissioners and a Happy Thanksgiving to everyone.

Commissioner Adams thanked the public for coming out and the public comments.

Commissioner Berndt thanked the Board for making him Chairman for another year. He stated we need to keep pushing forward for the idea of replacing Station 102 at its current location. Commissioner Berndt stated it is a privilege to have been reelected.

Commissioner Guzman Motioned to Adjourn.

Meeting adjourned at 5:45 pm.