

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

## **COMMISSION MEETING**

### **MINUTES**

**June 17, 2010**

The June 17, 2010 Commission Meeting of the Lehigh Acres Fire Control and Rescue District Board of Commissioners was opened at 4:00pm by Chairman Berndt. Present were Commissioners Adams, Berndt, Barrett and Hemingway; Chief Don Adams, Fire Marshal Ken Bennett, Finance Manager Ben VanKlinger and Administrative Assistant Susan Platas. Attorney Richard Pringle was also in attendance.

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

### **ADOPTION OF AGENDA**

Chief requested to add Presentation/Introduction to new Assistant Chief and Commissioners to determine if they wish to hear a grievance or proceed to arbitration.

Commissioner Barrett motioned to adopt the Agenda as amended with a second from Commissioner Hemingway. Motion passed.

### **CONSENT AGENDA**

- Fire Board Regular Meeting Minutes of May 19, 2010
- Treasurers Report
- Ambulance Fee Write Off's
- Fixed Asset Disposals

Commissioner Hemingway motioned to accept the Consent Agenda as presented with a second from Commissioner Adams. Motion passed.

### **PUBLIC COMMENT (On Agenda Items)**

Kevin Shea, Lehigh Resident spoke on the SAFER Grant and the financial structure of the Department.

## **DEPARTMENT REPORTS**

Chief Adams:

- Spoke on updating the Disaster Plan.
- Received over 300 applications for the positions opened due to the SAFER Grant. We have set criteria and will test and interview.
- Received a written response from Walt Stevens asking to continue negotiations.

## **DVP:**

District 6 - Terry Dettmar stated they want to move forward and get negotiations hammered out.

PRESENTATION – Chief presented Diana Watson to the Board to be sworn in as Assistant Chief Administration/EMS of Lehigh Acres Fire Dept. She begins June 21, 2010.

## **COMMISSIONERS REPORTS**

None.

## **UNFINISHED BUSINESS**

Incentive to Retire – Chief Adams stated this has been on the table several times and we were waiting until we received the SAFER Grant before we considered this option. Commissioners asked questions of Chief. The Engineer who initially requested to be included in this list has since entered the DROP program of the FRS, therefore the paperwork has been changed to just include the 3 Lieutenants. Commissioner Berndt stated if any Commissioners have any interest in taking action, now is the time. No action taken.

Fee Resolution – Fire Marshal Bennett stated we need a resolution to adopt the amended fee schedule that is attached. Resolution #10-06-06 is a *Resolution of the Board of Commissioners of the Lehigh Acres Fire Control and Rescue District, Lee County, Florida, to establish user fees authorized by Florida law; to rescind all resolutions in conflict; to provide for liberal construction and for an effective date.* After some discussion, Commissioner Berndt motioned to adopt Resolution 10-06-06, Fire User Fees with a second from Commissioner Adams. Motion passed.

Fire Assessment Fee – Commissioner Hemingway is concerned what this fire department is going to be for next year and a few years after. We are covering 143 square miles. We have to take care of the present as well as look to the future.

Taking money out of our reserves is going to decrease any future movement this department can take. We have got to be prepared. He feels with our taxes going down, we need to put in an assessment fee. He feels this is the best way to care for the department and the citizens of Lehigh Acres. It will probably cost us \$40,000 to put this fire assessment fee on the ballot. Commissioner Hemingway motioned that we go ahead with the fire assessment fee at \$35 dollars a lot and have attorney Pringle to work up the legal documents for the Commissioner of Elections. Motion dies for lack of second. Attorney Pringle stated on or about July 2<sup>nd</sup> is the deadline to put the fire assessment fee on the ballot.

## **NEW BUSINESS**

**Budget Resolutions** – Chief Adams stated there are 4 total Resolutions that need to be signed.

Finance Manager Ben VanKlingeren spoke on the Resolutions that needed to be adopted by Commissioners. Resolution #10-06-02 Amended the 09/10 **General Fund** carry forward amount to reflect the actual carry forward as per the 08/09 audit. Commissioner Hemingway motioned to adopt Resolution #10-06-02 with a second from Commissioner Adams. Motion passed.

Resolution #10-06-03 Amended the 09/10 **Impact Fee Fund** carry forward amount to reflect the actual (deficit) carry forward as per the 08/09 audit. Commissioner Barrett motioned to adopt Resolution #10-06-03 with a second from Commissioner Hemingway. Motion passed.

Resolution 10-06-04 Amended the 09/10 **General Fund** to eliminate the \$635,000 budgeted bad debt expense (and associated Ambulance Revenue) to reflect Governmental Accounting, Auditing, and Financial Reporting (GAAFR) standards. Commissioner Berndt motioned to adopt Resolution #10-06-04 with a second From Commissioner Adams.

Resolution 10-06-05 Amended the 09/10 **Impact Fee Fund** to account for Impact Fee expenditures (Impact Fee Refunds) and Interest Income during the fiscal year. Commissioner Hemingway motioned to adopt Resolution 10-06-05 with a second from Commissioner Barrett. Motion passed.

**Proposed Millage for 2010/2011** – Chief is asking Commissioners to approved a 3.0000 tentative millage rate for the upcoming 2010/2011 budget.

Commissioner Berndt motioned that we set the tentative millage rate at 3.000 mills for purposes of working on the budget model with a second from Commissioner Hemingway. Motion carries.

**Workshop and Hearing Dates for 2010/2011** – Commissioners were given dates for workshops and hearing dates for the upcoming 2010/2011 budget.

Workshop Dates: August 11, 2010; 4:00pm  
August 17, 2010; 4:00pm  
August 26, 2010; 4:00pm (if necessary)  
Regular Comm Mtg: August 19, 2010; 4:00pm

Hearing Dates: September 9 5:01pm (Tentative Hearing)  
September 22, 2010; 5:30pm (Final Hearing)  
Regular Comm Mtg: September 22, 2010; 4:00pm

Commissioner Berndt motioned that we adopt the above schedule. Commissioner Adams seconded the motion. Motion passed.

**MARC Unit Grant** – Chief is requesting to make purchases in the approx amount of \$34,000 to buy parts for the MARC Unit. It's a six month turn

Commissioner Berndt motioned that we give the Chief the authority to spend \$34,000 on updating the MARC unit. That money will be reimbursed. Commissioner Adams seconded the motion and motion passed.

**Grievance Proceeding** - Chief stated an employee was terminated due to attendance problems. The employee has appealed and requesting to go to the next step. We can either go to the next step, which is having the Commissioners hear the case or send it to arbitration. Commissioner Berndt motioned that the Board allow the grievance to proceed to arbitration with a second from Commissioner Barrett. Motion carried.

#### **PUBLIC COMMENT (On Non-Agenda Items)**

Kevin Shea, Lehigh resident requested that the materials, the resolutions be posted on our web site.

#### **COMMISSIONERS COMMENTS:**

Commissioner Barrett will not be heading for reelection.

Adjourn 5:35pm.