

# LEHIGH ACRES FIRE CONTROL AND RESCUE DISTRICT

## COMMISSION MEETING

### MINUTES

February 27, 2018

The February 27, 2018 regular Commission Meeting of the Lehigh Acres Fire Control and Rescue District Board of Commissioners was held at Station 104, 3102 16th St SW, Lehigh Acres FL 33976. The meeting was opened at 5:00 p.m. by Chairman Kruse. Present are: Commissioner Kruse, Carter, Cunningham, to be sworn in this evening William Liedtke taking Seat 3, Chief DiLallo, Deputy Chief Naranjo, Assistant Chief Ketron, Fire Marshal Bennett, Finance Manager Kressel, Attorney Pringle and Administrative Assistant II Janis Williams.

Media in the audience this evening is: Melissa Bill with The Citizen News Paper.

After the Pledge of Allegiance, Commissioner Kruse gave the invocation.

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

Commissioner Kruse asked if there are any additions, corrections, or deletions to the Agenda. She stated we will be adding two items to the agenda.

*Commissioner Carter made a motion to approve 2 walk on items, 1.) Interlocal Agreement with Lee County, Fla for Signage at Station 102, which is a new business item and 2.) Annual Assessment Update Services by Consultant that is an old business item, with a second from Commissioner Cunningham, all in favor.*

**Motion carries 4/0**

**Commissioner Carter motioned to approve the agenda as modified, Commissioner Cunningham second, all in favor.**

**Motion carries 4/0**

#### **SWEARING IN PRESENTATION**

Attorney Pringle swore in William Liedtke as our new Commissioner taking Seat #3.

Chief DiLallo swore in new employee Fred Cooley as our new Fire Inspector. Chief Bennett, Chief Naranjo and Chief Ketron joined in on the swearing in ceremony welcoming him to the family.

#### **DEPARTMENT REPORTS:**

Chief DiLallo reviewed the Financial Data Statistics report and gave an update on the following:

- Update on last month's financial data statistics, revenue and expenditures

- Hurricane Irma update, no change from last month, Station 105 is still being worked on. We're hoping to have a completed status very soon.
- Chief gave a brief update on Balfour
- The trailers are up and working out well.
- The three-admin staff vehicles are in operation and the trucks are coming soon.
- Chief gave an update on FEMA
- Attorney Pringle is working on closing on the four properties on Sunshine
- The Crash Fire Truck is a huge asset to us.
- A 2-man squad truck is being put in place. This will save on wear and tear of the Ariel truck. 2 on Rescue, 2 on Squad and one on Ariel. This will not negatively affect our ISO rating.
- We had one resignation of a Fire Fighter/Field Training Officer. Steven Tezyk was promoted to the FTO position. Congrats Steven!
- Welcome Inspector Fred Cooley, we are glad to have you aboard.
- Chief stated we were reassigning some Admin duties, one of which is on the Agenda this evening.
- Bunker gear has arrived and the guys really are enjoying the quality. The combo gear will be arriving soon.
- The locker bunker gear project in the bays are working out well.
- Chief attended a very nice award ceremony at the City of Ft Myers where Fire Fighter Lisa Gafford was honored for her hard work with a crew she was assigned to during a call. Great job Lisa!

## **ADMINISTRATIVE COMMENTS**

### **CHIEF KETRON-**

- Chief Ketron updated the Board on pg 40 SOG's, job description hiring process and recent brush fire statistics.
- The IT department is working hard. Tim Mace has been working on the new Tablet Command and with the EOC.
- Crash truck update
- We currently have 41 work orders on vehicles, fuel is currently on an average consumption
- Training Captain Rocco is very active with targeting brush fires as that is where we are in season.

### **CHIEF NARANJO-**

- Incident response is up 7%
- Last month we had 5 structure fires in January, estimated value was \$1,163,800, estimated save value of \$1,144,800
- Last month we responded to 17 reports of brush/grass fires for January. Estimated damage was to approx. 1.54 acres.
- Update was given on patient contacts and transports in the month of January.
- Chief DiLallo was recognized for receiving the "Fully Involved Fire Chief of the Year" 2017 Award, presented by the Lee County's Fire Chief Association. We are all very proud of him.

## **CHIEF BENNETT-**

- Inspector Cooley is working 10-hour days; he also has experience with the arson task force and is an investigator. He is very glad to have him with us. Welcome!
- Chief Bennett gave an update that included the Life Safety Division construction inspections, building and site inspections, annuals and those 72 inspections were conducted in the month of January.
- Update on the drought index for this time of year is at an average of 488-489.

Anita Kressel stated that Tucson & Company would be at Station 105 working with staff on our annual audit next week. They will report to us at our April/May meeting.

## **DVP**

### **District 6- None**

District 19- Chad Ketron congratulated Bill Liedtke on taking the open Commission seat and congratulations Chief DiLallo on the "Fully Involved Fire Chief of the Year" Award. He stated moral is up and negotiations will be starting soon. He looks forward to negotiating, and hopes that it is all positive, and goes well.

**ATTORNEY PRINGLE-** Attorney Pringle stated he would comment on agenda items at that time. He spoke on the consolidation item and possible ballet question in the fall. He will be calling the election office to clarify some questions he has and will get back to us.

**COMMISSIONER REPORTS-** Commissioner Cunningham thanked Station 103 for their hard work on a call to her home recently and appreciated all they had done. Commissioner Liedtke thaked everyone and is looking forward to working together, Commissioner Carter spoke on fire safety and hopes that the media would help spread the word.

## **PUBLIC COMMENT- NONE**

## **CONSENT AGENDA**

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Treasurers Report

*Commissioner Carter motioned to approve the consent agenda and minutes as presented, a second from Commissioner Liedtke*

*Motion carries 4/0*

## **UNFINISHED BUSINESS**

**Legislation to Amend Chapter 191, Fla Statutes-** Attorney Pringle's report back from Tallahassee and the lobbyists is that there is a strong sentiment against legislation for special districts this session. It would be very difficult amending Chapter 191 this year. Feelings in the house from them would be to wait for next year and revisit.

***WALK ON ITEM- OLD BUSINESS***

***Annual Assessment Update Services by Consultant-*** GSG previously provided a proposal for a three-year period. Being that the District may be making changes to the assessment in the near future; the Board requested a one-year proposal from GSG and Attorney Lawson's consultant. There were two proposals received from GSG and Attorney Lawson's consultant, Ennead LLC, for a one-year service time for the District's assessment role this fiscal year. GSG's price for a one-year period instead of a three year has increased to \$14,750.00 and Attorney Lawson's consultant, Ennead LLC gave a one-year price of \$10,000.00. In addition, separate from GSG's fee, Nabors Giblin & Nickerson has given their annual assessment update fee of \$4,500.00. Attorney Pringle noted that a final decision does not have to be this month, as the services do not have to be rendered until September 2018 to meet deadlines. Anita Kressel reminded the Board of the prices and possible issues going with a completely new company at this time. The consensus of all of the commissioners was that this fiscal year's process with the tax roll they would like more information on what Attorney Lawson's firm can do for us. Suggestion was to have Attorney Pringle talk to GSG and negotiate the cost for us a little bit more. After much discussion

***Commissioner Liedtke motioned to table the item to the next meeting giving Attorney Pringle latitude to negotiate a price, with a second from Commissioner Cunningham. All in favor.***

***Motioned carries 4/0***

**NEW BUSINESS:**

***WALK ON ITEM- NEW BUSINESS***

***Interlocal Agreement with Lee County, Florida for Signage at Station 102*** – Negotiations occurred with Lee County for the completion of a new Interlocal Agreement for the emergency signalization on Homestead Rd for Station 102 new site. It was decided that the best way was to prepare a First Amendment to the existing agreement between the District and Lee County that relates to the emergency signalization at our current Station 102 at 11 S Homestead Rd. This has been negotiated, and agreed to by the attorneys for the District and Lee County. The District's attorney recommends approval of the first amendment to the Interlocal Agreement with Lee County, and recommends approval of the Board Chair to execute that First Amendment to the Interlocal Agreement as presented. Commissioner Carter questioned the history when this all began back in 2016. Attorney Pringle stated the only cost to the District would be when we activate the new light in front of the Station. All other costs are a wash between the county and the district. Commissioner Liedtke had much insight into this as he was employed with the District when it began. After much discussion,

***Commissioner Cunningham motioned to accept this item as proposed to include authorization for the Chair to execute, with a second from Commissioner Liedtke. All in favor.***

***Motion carries. 4/0***

***Collective Bargaining Agreements-*** Chief DiLallo is requesting the board give authorization for him to negotiate the Collective Bargaining Agreements between the Lehigh Acre Fire Control and Rescue District Board of Commissioners and Local #1826, District 6 and District 19. The current scheduled contract is set to expire September 30, 2018. Chief is requesting the Board approve the official negotiating team as follows: *Chief DiLallo, Deputy Chief Naranjo, Assistant Chief Ketron, Finance Manager Anita Kressel, Director of HR Susan Platas, District's Labor Counsel Attorney Nick Joshi and District Counsel Attorney Richard Pringle.* Chief stated the first session is to begin no later than April 1, 2018.

***Commissioner Liedtke made a motion to approve the Chief to negotiate the contract for District 6 and District 19 as presented and agree to the negotiating team as described in Chief's presentation with a second from Commissioner Cunningham. All in favor.***

***Motion carries. 4/0***

***District Owned Property*** – Chief DiLallo is asking the Board to give approval for him to look for options on sale or trade of two District owned properties at; 1012 Anderson St E and 1018 Anderson St E. The two together are 5 acres total, no main streets and they will not suit us in the future growth of the District. He would like to look at other options. Possibly to sell or trade. He would like to bring information back to the Board once he investigates this. He stated he would not take any action without the Boards approval first.

***Commissioner Carter made a motion to give Chief and staff the authority to look into trade or selling of the two properties and report back to the Board for the good of the District, with a second from Commissioner Cunningham. All in favor.***

***Motion carries. 4/0***

***Information Technology Administrator &***

***Administrative Secretary Job Positions***– Chief DiLallo is asking that the Board approve the revised updated job descriptions for the positions of Information Technology Administrator, and Administrative Secretary. Chief explained that Tim Mace's job duties have changed and he is solely IT. The job description was updated and the Admin Secretary position is a new position created for Admin duties, this Admin. Secretary is for the Chiefs and will assist with various duties in the office. Chief explained that the budgeted position of Finance Specialist was not filled after Jodi leaving. This position comes in financially below that one. Commissioner Carter asked where Ms. Janis would go. Chief stated; Mrs. Williams will have an office at Station 105 and she will be working back with Chief Bennett in Life Safety and Logistics for Chief Borrego.

***Commissioner Carter motioned to approve the revised updated job descriptions for the Information Technology Administrator and the new Administrative Secretary position with a second from Commissioner Cunningham. All in favor.***

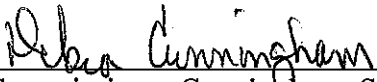
***Motion carries. 4/0***

**PUBLIC COMMENT: None**

**COMMISSIONER CLOSING REMARKS:** All of the Commissioners welcomed Commissioner Liedtke and congratulated Chief on his award. Commissioner Liedtke thanked everyone for the welcome and he is looking forward to working with everyone.

**ADMINISTRATIVE CLOSING REMARKS:** Chief DiLallo thanked everyone for all their hard work. He praised all of the employees and gave a special welcome to Commissioner Liedtke.

Adjourn: 7:11 pm

  
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Commissioner Cunningham, Secretary