

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
December 09, 2008

Meeting called to order at 7:05 p.m. by Commissioner Hansen

Pledge of Allegiance

Invocation by Commissioner Hansen

Roll Call: Commissioner Hansen – Present
Commissioner Cook - Present
Commissioner Ducrou - Absent
Commissioner Griffin - Absent
Commissioner Klos - Present
Chief Larry Nisbet - Absent
Office Manager - Theresa Sharp - Present
Attorney Ian Mann - Absent

Others Present: Staff (Captain Jason Snyder)

Minutes - Review and Acceptance of the November 11, 2008 Board Meeting minutes. Commissioner Hansen notes the Trim & Millage heading under Old Business needs the “R” added. Commissioner Cook Motioned acceptance of the November 11, 2008 minutes. Motion seconded by Commissioner Klos. Vote called. Motion passed unanimously.

Financial Report: Commissioner Cook requests the addition of the Visa spreadsheet. Office Manager supplies a copy to each. Commissioner Hansen inquires if a Commissioner had requested the Employee Earnings Reports. Office Manager responds to the affirmative with the remark it was requested due to the lump sum entry from QuickBooks and the “0” dollars for each paid staff member check. Commissioner Hansen remarks about the partial return of drinks & snacks. Office Manager responds there were overages from the engine dedication. Commissioner Cook inquires where Chief is headed with the Delta Ticket purchases. Office Manager responds she believes it’s for a training class coming up in January. (Chief later advises it’s actually for the pick-up of the Tender the end of December.) Commissioner Cook motioned acceptance of the November Financials. Commissioner Klos seconded the Motion. Vote called. Motion passed unanimously.

Admin/Ops/Fire Marshall’s-Report (attached) – Commissioner Cook requests the report be read into the record. Office Manager covers the report. Special notations are: Captain Brunson’s completion of his Fire Inspector I with a 97% score. Commissioner Cook commends him for the record. Commissioner Hansen notes the successful dedication of the engine and points out the attached exhibit from the North Fort Myers Neighbor. Office Manager notes we did receive our release of liability from the school board from the donation of the engine. Special mention is made of the Awards Banquet and that the Commissioners and a guest are invited and encouraged to attend. The Chief thanks the Board for their assistance, support and insight in the

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endeavors for the District and wishes all a Merry Christmas and Happy New Year. Commissioner Cook notes that the calls report still is not adding up correctly. Commissioner Hansen remarks this has been mentioned before. Commissioner Cook notes the failure of inspections. Office Manager announces that the failures are the Taco/Mex Restaurant next door & that they will need to pay \$60 to get re-inspected and word is they plan to open soon – so if anyone should see them open – please let us know. The SpectorSite cellular tower is to date simply an inquiry of our interest; they have a long way to go in feasibility studies and it was just a preliminary inquiry. We will advise when and if any further information is forthcoming.

Petitions before the Board – None

Union Petitions – NONE

Old Business – Chief's Performance – Board has nothing specific, they feel his main agenda is seeing that things run smoothly, that he stays in budget, and catches up on the things that had fallen behind. He should use his employment agreement as a guide and while the Board is in charge of the major things, Chief is in charge of handling the day-to-day operations and staying within budget. Commissioner Cook says that with regard to purchases the larger purchases have already been made and we should be done with those. Office Manager reminds that the purchase of the air compressor for the air packs still requires replacement. Commissioner Hansen acknowledges. Commissioner Cook continues; with regard to purchase of property for another station, we are not quite there yet, but he acknowledges the fact that the market has bottomed out and that if we were to invest, that we could always sell the property if someone did supply us with a station. Commissioner Cook says it's a good time to be looking anyway if we were planning on doing anything in the next 5-10 years and the land could be paid for by then. Commissioner Cook also mentions that he still sees Chief on his cell phone while driving and not using turn signals. The Commissioners suggest he get Blue Tooth and use turn signals.

SpectorSite Tower – Discussed earlier

40 Hour employee benefits pkg (SOG) – Commissioner Hansen inquires as to coverage last month and Commissioner Cook asks if the wording changes had been made. Office Manager replies that as per Board request it has been made in an SOG format rather than contract form, and that the verbiage “consecutive” with regard to the number of sick days for which a physician's note be required. Also the vacation and sick have been split with regard to accruals, and clothing maintenance allowance has been changed to read clothing cleaning allowance. Motion made by Commissioner Cook to accept Administrative Guidelines for 40 hour personnel. Motion Seconded by Commissioner Klos. Vote called. Motion passed unanimously.

Sign Letter for Credit Card Info. Change – Commissioner Cook reads letter aloud and commissioners sign authorization to make the changes.

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New Business – Resolution to Grant Power to Chief Nisbet to execute FEMA/State Funding Agreements & provide information is read allow by Commissioner Cook. Motion made by Commissioner Cook and Seconded by Commissioner Klos. Vote called. Motion Passed unanimously.

Election of Officers – Commissioner Cook nominates Commissioner Tracy Hansen as Chairman of the Board, Commissioner Klos seconds the nomination. Commissioner Hansen calls for any other nominations; no others made. Commissioner Cook closes the nomination. Vote called. Motion passed unanimously. Commissioner Hansen calls for nomination for Vice-Chairman. Motion made by Commissioner Klos to elect Commissioner Tim Cook as Vice-Chairman. Commissioner Hansen hands the control of the meeting over to Commissioner Cook; then seconds the motion, and subsequently closes the nomination. Vote is called. Motion is passed unanimously. Meeting is handed back over to Commissioner Hansen. Commissioner Cook nominates Commissioner Eric Klos as Secretary-Treasurer, Commissioner Hansen seconds the nomination. Commissioner Hansen calls for any other nominations; no others made. Commissioner Cook closes the nomination. Vote called. Motion passed unanimously.

Money Market V.S. Certificate of Deposit – all research is discussed. It is decided that liquidity must be maintained in an effort to avoid bridge loans. After much discussion – it is decided that we move any funds that are unprotected/uninsured into a Certificate of Deposit for 5-8 months to a solid Bank either Florida Gulf Bank or Regions. Caution here on Riverside that we could exceed their insurability as our Impact Fee account and all Tax Collector Deposits are deposited there. Commissioner Cook will see if he can get a better rate from Florida Gulf Bank, or at least get the name of someone to speak with.

Public Input – None

Motion to Adjourn - made by Commissioner Cook, Second by Commissioner Klos. Vote called, Passed unanimously. Meeting adjourned at 7:50pm.