

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
December 10, 2019

Meeting called to order at 7:00 p.m. by Chairman Hansen

Invocation – Commissioner Hansen

Commissioner Hansen – Present
Commissioner Griffin – Excused
Commissioner Mere - Present
Commissioner Ducrou – Present
Commissioner Cook – Present
Chief Larry Nisbet - Present
Office Manager - Present
Attorney Ian Mann – Absent

Others Present: Some Staff

Public Input Agenda Items – None

Minutes – Review and Acceptance of the minutes of the November 12, 2019 Board Meeting. Motion made by Commissioner Cook to accept the minutes. Commissioner Ducrou seconded the motion. Chairman Hansen calls for any discussion. Hearing none, he calls for any opposed and with none opposed, motion passed.

Financial Report - Review & Acceptance of the November 2019 financials. Commissioner Mere moves to accept the November 2019 financials. Commissioner Cook seconded the motion. Chairman Hansen calls for questions or comments. Commissioner Ducrou asks about the overtime in November noting it was 12% of the regular wages. Chief explains it fluctuates quite a bit depending on time of year and employee activities and illnesses. Commissioner Ducrou then inquires of the description reflected in the Memo portion of the Transaction Detail by Account Report for the Ryan Petroleum disbursement as it only says BAY002. Office Manager states that is our account number with the vendor so they know where to apply our payment. Commissioner Ducrou advises the Memo should be what it is in reference to. Chief Nisbet states that is our diesel fuel and that is all we get from them. The commissioner seems satisfied with the answer and concludes that is all he has. (Post Note: As the report to which the commissioner referred is a Disbursement report reflecting only the check portion of the transaction, not the invoice portion, Office Manager will add another report to the financials that will provide the information Commissioner Ducrou is looking for.) With no further questions or discussion offered, and none opposed, motion passed.

Fire Marshal and Administrative Reports (attached) – Chief Nisbet reads the Fire Marshal report into the record. He reads the Administration Report into the record and offers to answer questions. Chairman Hansen calls for any questions or discussion on the Administrative Report. Commissioner Ducrou asks how many employees we are covering on the Cancer Plan. Chief Nisbet responds just what is required legislatively right now. Commissioner Ducrou asks if it is just the line guys; is that what's required legislatively? We haven't done anything with the volunteers? Chief Nisbet explains how

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there will no doubt be administrative refinements coming from legislation since volunteer firefighters are covered by Line-Of-Duty death benefits; however at this time since North Collier County is the primary on the policy with the majority of the covered personnel, they defined the coverage; so at this time we are strictly covering those covered by state statute on the cancer coverage. Commissioner Hansen asks if we did anything with the policy on those firefighters that dip and smoke. Chief Nisbet responds there are policies that cover those firefighters, however, being that we piggy-backed on North Collier County's policy, at this time, the answer is no. There is some discussion on our tobacco policy and available coverage and potential future changes in the law. Commissioner Ducrou asks if the total calls this month were all in our district and requests future reports identify the number of mutual aid calls. Chief Nisbet gives a brief rundown on the frequency and type of mutual aid calls and the norm for other districts and the closest unit response framework many departments have entered into, however we are not at this time participating. He also notes we are not going into Charlotte County like we used to. Commissioner Ducrou asks if the agreement we have with them has been amended. Chief responds no. Commissioner Ducrou then asks how often we go back through the agreements we are in and tweak them. Chief Nisbet responds about every other year he reviews them but it has been a while. He continues that last year the Lee County Fire Chiefs as a whole redid the Lee County agreement as that had not been done since 1996. He adds that he is holding off on the Charlotte County agreement until he gets a better idea of what's going on at Babcock. Commissioner Ducrou asks regarding the Apparatus portion of the Admin report rather than whether or not the vehicle is in service, he would prefer to see the year, miles and hours in the report so the Board is always aware of the age and wear on the vehicles for budgeting replacements. Chief Nisbet agrees to have it provided for the next meeting. Chairman Hansen calls for any further questions and hearing none, he calls for Union Petitions.

Union Petitions – Hearing none Chairman Hansen calls for Old Business.

Old Business –

- **Make up of Reserves** – Chief Nisbet introduces the new SOG 06-003 he offers for Board Approval or modification as we currently have a fund balance policy but not one covering the make-up of the Reserves. Commissioner Ducrou points out that in the 2016 Five-Year Plan, it states and he reads from the plan the Auditor's recommendation of a minimum of 4 months reserves and a goal of 5-6 months. He adds that he would be happy with just 3 for now as we are currently about \$51,000 short of that right now. He suggests Chief could just take operations and do 25% not including capital expenses. There is further discussion of others and how it is done and Chief intends to re-work the Five-Year Plan after the first, it may even pass to Captain Underwood for his project for his Certified District Manager Certification. Commissioner Ducrou suggests Grant Writing projects. Where can we send him for writing grants because we live on those and that's not going to change. Chief states he will be here to support Doug in writing those they come out. He will also keep an eye out for offerings from AFG or National Fire Academy for courses. Discussion concludes without adoption or alteration of the SOG. Chief asks for the Board to get with him over the next month and he will prepare a final SOG-003 for the next meeting based upon what input he receives.

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• **Radios** – Chief Nisbet states we tabled the decision on the radio replacements last month; and he has received the re-quote from our bank which is 3.66% or 3.33% fixed depending on which option and payments are due monthly beginning 30 days after execution compared to the Motorola who held their rate for the 4 year finance at 3.94 or 3.96 depending upon which amount we finance and they are annual payments beginning 1 year after execution for a total of 3 payments. Neither contract has a prepayment penalty. He adds that he did re-confirm with Matt Hall that the pricing we are receiving matches identically the cost the Sheriff's office is paying for theirs though they may have slightly different features. Chief requests 18 portable, 9 mobiles and the other accessories in the quote. Discussion ensues regarding the number of Portables, the number of Mobiles and the need for truck mounted chargers and the spare batteries. After much discussion Commissioner Ducrou moves to purchase 12 of the green portables, keep our 4 HT-5000, keep the Chief's new one that was replaced last year, for a total of 17 portables, and adjust the chargers as such. Chief Nisbet asks "and the mobiles?" Commissioner Ducrou responds "as written. I'd also stipulate that you're not to go next year on your budget and buy more portables without authorization". Chief is going to trade in all the 2500s and the mobiles. Commissioner Ducrou is in agreement for the motion. There's a bit more discussion and then Chairman Hansen calls for a second on the motion. Commissioner Cook seconds but would like to finance it. It is agreed to finance the radios with Motorola and it becomes part of the motion. Chairman Hansen calls for any further discussion and Commissioner Ducrou asks the cost of the chargers which is \$2,000. Discussion ensues regarding the need for the truck mounted chargers. Chairman Hansen asks if Commissioner Ducrou wishes to amend the motion and he does not but offers someone else may. Commissioner Mere moves to amend the motion to not include the truck mounted chargers. Commissioner Ducrou seconds the amendment and then asks for opinions from the staff that is present. He admits he hates to put the guys in the middle but feels he needs input of others directly involved/affected. He withdraws his inquiry. There is a bit more discussion and the amendment stands as re-stated by Chairman Hansen: 12 portable radios, all the proposed mobile radios, minus truck mounted chargers... Commissioner Ducrou asks Chief how many spare batteries are in here for Chief's vehicle. Chief states one, and requests chargers for his vehicle. Commissioner Ducrou asks Commissioner Mere if he wants to amend his motion and Commissioner Mere agrees Chief should have one in his truck and the motion is now further amended. Chief requests a charger for the tender as of all our vehicles that is one that could be on scene for an extended length of time, either locally or in mutual aid. The request is denied on the premise that one will be permitted in the future if it proves necessary. Chairman Hansen restates the amended motion as: The proposal as written except 15 radios is reduced to 12, no black radios, and 1 truck mounted charger, the balance of the proposal remains as written. We have the motion by Commissioner Mere and the Second by Commissioner Ducrou. Vote is called and all are in favor with the exception of Commissioner Hansen who feels all the discussion over what Chief feels we need and why should have happened over the past 30 days while the decision was tabled rather than hashing it all out this evening. Vote having been called; motion passed 3 in favor 1 opposed. Discussion ensues over the financing and Commissioner Ducrou moves to use Motorola for the financing using the 5-year plan. Commissioner Mere seconded and with none opposed, motion passed. Chief inquires if he is authorized to execute the agreements. It is determined he is and Chairman Hansen calls for

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any further old business. Captain Underwood asks to update the Board on MW Horticulture. Permitted to proceed, he states the County is currently pretty deep in their lawsuit with MW Horticulture and in that process they have been providing us with aerial footage from the Lee County Sheriff's helicopter every Thursday so we receive a weekly video feed; and though they were cleared with us 3 or 4 weeks ago; the most recent video revealed some issues of them blocking off fire lanes again, so we advised them we would be out in a week to address the issue and that led to an extra few days to correct the issue, and as of the date of this meeting, there were still some set-back issues on the front but not in the fire lane, but setback just off the adjacent property that they are going to have to address, but the fire lanes are back open; so we are going to increase our monitoring. Commissioner Hansen asks how often we are inspecting them. Captain Underwood states initially every 3 weeks as of last January, and we went to every 6 weeks. Last time we told them we would be out in 90 days which is the standard for horticultural recycling. The Irma site is nearly done, they expect to have that done next week by the 16th for the hearing examiner so the Irma temporary site is pretty-much cleaned up now. There are still some piles there but there are no fire code violations on that site. Commissioner Ducrou asks whether the pile heights are in compliance as they looked quite high to him. Captain Underwood states they are within about 3 feet of the 25' so we are not overly concerned as long as they don't violate life-safety codes with activities such as blocking fire lanes and such. Commissioner Hansen asked if they had made any more payments. They made one the week before of \$500. With no further questions or discussion Chairman Hansen calls for new business.

New Business –

- **None** – Chairman Hansen calls for any other New Business and hearing none, calls for Chief Items.

Chief Items – None. With no Chief Items Chairman Hansen calls for Commissioner Items.

Commissioner Items – Hearing none Chairman Hansen calls for Public Input

Public Input – None - Chairman Hansen calls for Motion to Adjourn

Adjournment – Commissioner Ducrou moves to adjourn. Commissioner Mere seconds the motion and with none opposed meeting is adjourned 8:24p.m.