

NORTH FORT MYERS FIRE CONTROL AND RESCUE  
SERVICE DISTRICT  
BOARD OF COMMISSIONERS

May 20, 2019

Chairman Mike Gatewood called the North Fort Myers Fire Control and Rescue Service District Board of Commissioners to order at 5:05 p.m.

**Roll Call**

**Present:**

Commissioners: Mike Gatewood    Danny Ballard  
                         Tom Mere            Leroy Nottingham  
                         Robert Hoke

Chief David Rice	Asst Chief John Manson
Office Manager Monique Brooks	Fire Marshal Rick Jones
Public Education Officer Christi Kulwicki	
Union Representative Jarrett Slaybaugh	

**Absent:** None

**Invocation:** Commissioner Mere

**Pledge:** Commissioner Hoke

**Public Input:** David Hutchinson passed away, his service is later this week.

**Minutes:**

**Commissioner Ballard made a motion to accept the April 15, 2019 minutes, as written. Seconded by Commissioner Mere. The motion was put to vote, and approved by the Board. All were in favor. The vote was 5-0. (1)**

**Treasurer's Report:** The April treasurers report was presented. At this time, we are 59% through the budget year, received 98% of revenues (including cash brought forward) and spent 57% of expenditures (less reserves).

Commissioner Mere asked if it was necessary to print every employees detailed pay every month? Not really.

**Commissioner Nottingham made a motion that we do not need a detailed print out every month of each employees pay.**

**Commissioner Ballard amended the motion that we only print the detailed pay the month before fiscal year end, and then at the beginning of the fiscal year. Then amendment was withdrawn. Commissioner Nottingham amended the motion to include a total payroll summary monthly, only. Seconded by Commissioner Ballard.**

**The motion was put to vote, and approved by the Board. All were in favor. The vote was 5-0.**

Monique explained that we are having a lot of issues with the Bank of America credit card, and have been for almost a year now. We would like our credit card to be with Suntrust, therefore, we are asking for permission to open a Suntrust credit card account, and close the Bank of America credit card. **Commissioner Mere made a motion to close the Bank of America credit card that is used for daily operations, and authorized Administration to obtain a Suntrust Credit Card. Seconded by Commissioner Hoke. The motion was put to vote, and approved by the Board. All were in favor, and the vote was 5-0.**

There were no other questions or comments. (2)

## **Chief's Report:**

By Chief Rice-

- Welcomed back Commissioner Hoke
- Annual Physicals are complete
- Recently participated in a Hurricane Seminar at the County Level
- Mr. Pringle is still working on the scope of work for the RFP, for the Administration addition
- Assisted Desoto County with coverage, while they attended the funeral of one of their Firefighters
- Attended the funeral service for the Sanibel Police Officer who passed away
- Motorola has determined that the VML's (Vehicle Modems) that are in all our trucks are not effective, and they will be replacing them soon, at no charge to us
- We would like to use Impact Fees to purchase whatever external Diesel tank we choose to move forward with

By Assistant Chief John Manson –

- Monthly run report attached
- Trail Dairy Station is currently having Septic issues, and we are looking in to it
- PMI's on Apparatus is complete
- Staff Tahoes – completed. All lights and radios are installed
- Hose and ladder testing begins in July
- Assisted Pine Island and Charlotte County with assessments
- Radio replacement project will begin soon
- External Diesel Tank – we have two options to consider:
  1. Fuel Trailer, cost is approximately \$9,300 for a 500 gallon tank
  2. Skid unit tank, from Edison Oil, cost is approximately \$3,100 for a 500 gallon tank, includes permitting. Would be installed at Barrett Road station, then need to purchase a "transfer" tank from Northern, which would allow us to transport the fuel to the other stations and fill the generators.

Approximate cost for the 45 gallon tank and accessories (fuel pump and hose) is \$1,100- \$2,000.

Commissioner Ballard noted that he saw 100 gallon fuel tanks at Northern for \$699. Asked about the possibility of putting one at each station? Still need to be able to get the accessories and put it in truck to get refilled.

He also asked how many gallons does our generator hold? 40 gallons. Chief Manson also noted that the fuel tank will have to go in one of the F150's and they are getting old and will need to be replaced soon; the tank can not go in Service 1 because we are trying to put a water tank in there.

Commissioner Mere asked are the tanks from Northern double walled? We are not sure, and will have to check on that.

Chief Rice stated that we would like to go with the Skid unit tank from Edison Oil, with a 45 gallon portable tank for filling the generators.

Commissioner Ballard said he feels the 100 gallon tank is the more feasible option.

**Commissioner Mere made a motion to authorize administration to purchase the 500 gallon skid unit from Edison Oil, to be placed and permitted at Barrett Road, along with a 100 gallon portable tank to be used for filling the generators. Seconded by Commissioner Ballard. Chief Manson asked for the latitude to decrease the size of the portable tank, if needed due to rules on transporting fuel. Commissioner Ballard amended motion giving administration the latitude to purchase whichever fuel tank best gets the project complete. Seconded by Commissioner Mere. The motion was put to vote, and approved by the Board. All were in favor, and the vote was 5-0.**

**Commissioner Ballard made a motion that we can use Impact Fees for the purchase of the skid tank, and everything else needed to get the project complete. Seconded by Commissioner Gatewood. The motion was put to vote, and approved by the Board. All were in favor, and the vote was 5-0.**

**Fire Prevention:** Report attached. Commissioner Hoke asked if the complaints that were listed on his report, were those complaints against the Fire Department or were those fire hazard complaints? Those are fire hazard complaints. There were no other questions.

**Public Education:** Report attached. Chief Rice added that Christy is now contributing articles to the Senior Living Magazine; and also was now involved with a program by Lee Health regarding Slip, Trip and Fall, which is a wonderful program. There were no questions .

**Union:** Nothing going on currently, looking forward to negotiations this summer.

**Old Business:**

**New Business:**

**Commissioner Items:**

Mere – will be out of town for the next five months, however he will be here for the July and September meetings.

Ballard – as the Vice President of the North Fort Myers Civic Association, he would like to thank Chief Rice and Christi for their participant in the hurricane seminar last week.

Hoke – Annual physicals completed, is everyone okay? Yes, and we are very pleased with the way things work  
Do we contract out the pump/ladder testing? Yes

Gatewood – will not be here in June

**Community Goodwill & Thank You:**

Iona McGregor Fire District

**Commissioner Nottingham made a motion to adjourn the meeting. Motion was seconded by Commissioner Hoke. All were in favor and it was approved by the Board, unanimously. Meeting adjourned at 5:41 p.m.**

Supportive Documents:

1. April 15, 2019 Minutes
2. April Treasurers Report