

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
April 11, 2023

Meeting called to order at 7:00 p.m. by Chairman Mere
Pledge of Allegiance

Invocation – Commissioner Hansen

Commissioner Hansen – Present
Commissioner Griffin – Present (7:07)
Commissioner Mere - Present
Commissioner Ducrou – Absent
Commissioner Cook – Present
Chief Doug Underwood - Present
Office Manager - Present
Attorney Ian Mann – Absent

Others Present: Some Public

Award Ceremony – Chief Underwood announces we had a Life Saved incident on March 15, 2023. He describes the event that occurred at Upriver. He states the gentleman and his wife came by last week on their way to the airport bringing their sincerest thanks for all we did to help save him and presented Chief a donation in the amount of \$5,000. (Commissioner Griffin enters) Chief reads an e-mail that was received from them last week that states the medical staff up north where they live recognizes the save as nothing short of miraculous. Chief calls the recipients of the award up one by one and presents framed Award as well as a medal for their class A uniforms. He speaks for a moment as to how rare it is that we get to see and meet these saves due to various circumstances. Chairman Mere speaks as to how vital a role the Boss plays and that the staff are only as good as they are; and that when the Boss shows up to the incident and also gets his hands dirty, he should also get a Life-Saving Award. He presents Chief with the award. There's applause and a brief photo session. The recipients of the award are as follows:

Captain Lewie Swindle
Engineer Shawn Stackhouse
Firefighter Justin White
Firefighter Shawn Louzao
Chief William (Doug) Underwood

The family guests are offered the opportunity to leave if they desire. They exit.

Public Input Agenda Items – None

Minutes – Review and Acceptance of the March 14, 2023 Board Meeting minutes - Motion made by Commissioner Hansen to accept the minutes. Commissioner Griffin seconded the motion. Chairman Mere calls for any discussion. Hearing none, he calls for vote and with all in favor, motion passed. With no further discussion offered Chairman Mere calls for Review of Financial Reports.

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Financial Reports – Review and Acceptance of the Financials for March 2023 - Motion made by Commissioner Cook to accept the financials. Commissioner Hansen seconded the motion. Chairman Mere calls for any discussion. Hearing none, he calls for vote and with all in favor, motion passed. With no further discussion offered Chairman Mere calls for Fire Marshal's Report.

Fire Marshal Report – Chief Underwood states there no Fire Marshal's report for the Month of March. Chairman Mere calls for administrative report.

Administrative Report (attached) – Chief Underwood reads the Administrative Report into the record. Chief adds that he was in the process of submitting his Grant and was booted out as they had met their maximum of 600 grants in only a day and a half. Next opportunity is July, so he plans to be in and applying for the grant bright and early the day it opens so he can get new waterproof e-draulic rescue tools. He completes his admin report. Chairman Mere calls for any questions. Hearing none, he calls for Union Petitions.

Union Petitions – NONE

Old Business –

- **Performance Review** – Chief states as discussed last month, he has been working with Representative Roach's Office in an effort to have our District declared an area of rural opportunity that would enable us to have OPAGGA do our performance review, thereby saving taxpayers \$25,000; as it turns out, that process is done every five years with the next scheduled being 2025 which would go into effect in 2026 that the Governor would sign. As such we do not have the time for the process as our deadline to provide the performance review rapidly approaches. By that time, we would probably not meet the criteria due to our upcoming growth. His office is going to look further into the possibility of a grant to help fund it, but Chief has determined it is best to go ahead and execute the contract and move forward with the project since we have earmarked it in this year's budget. He adds Shores executed theirs about a month ago and already have their final draft for approval. Chairman Mere calls for any other Old Business, and hearing none, he calls for New Business.

New Business –

- **Fuel Card** – Chief Underwood has done some research and was initially trying to convert our Marathon Fleet to a Marathon Universal, but found changing the card would bring us to current credit standards where personal guarantors would be required, which is not the case with our old card. Through his research, he found the State has a contract for a fleet card with WEX Bank who is the servicer of our current Marathon card and since it is based on government status, it does not call for personal guarantor. He proposes that we open a State Fleet card with WEX that will enable the purchase of fuel not only at Marathon stations, but any station that honors

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WEX thereby reducing the need to hunt Marathon stations when out of District and opting for lower priced fuel where available as well as enabling us to take advantage of our tax-exempt status on whatever fuel we purchase with the card, even to include the non-ethanol we purchase over on 31 for the mower and small equipment. He states we would close the Marathon card we currently have once the set-up is complete. He states it will also enable us to pull the Marathon Card that is kept on file in the pump house at Lawhon's and the Captains will have control of a card if someone requires fuel. Chairman Mere calls for a motion to apply for the new WEX card and to close the old Marathon card. Commissioner Hansen moves to allow and Commissioner Griffin seconded the motion and with all in favor, motion passed.

- **Physicals** – Chief asks the Board how they wish to handle physicals this year since we had been paying for Commissioner physicals since they were not getting paid for services; now that has changed he thought we might need to address that again in case they want it handled differently. There is a brief discussion and it is decided that Commissioners will have access to the physicals but will have to reimburse the Department for the cost if they choose to have one performed. They have the option for the base physical and any additional optional services we are contracted to receive. Commissioner Cook moves for the policy change. Commissioner Hansen seconds it and all vote in favor. Physicals are scheduled for May 30, 31st and June 1st. The Department will need to know who opts in so we can get the schedule worked. Chairman Mere calls for any other New Business, and hearing none, calls for Chief Items.

Chief Items – None – Hearing none Chairman Mere calls for Commissioner Items.

Commissioner Items – Commissioner Griffin asks if there is any new news on the MW Horticulture. Chief states that our Attorney sent the Notices of Intent to Lien with a window of 90 days. Chief states that timeframe may have been for legal reasons; and it was delivered via certified mail to the property owner (who now operates under a different name) and was sent to MW Horticulture via certified mail who rejected it, so it is being re-sent to the owner's home address and he's not sure of that outcome. April is the deadline, and we've not heard from any of their attorneys as to what anyone plans to do. DEP and Lee County are still moving forward with their cases. Commissioner Mere asks how the piles are doing. Chief states they are just smoldering. With no further discussion and no public remaining, Chairman Mere calls for adjournment.

Public Input – None

Adjournment – Commissioner Cook moves to adjourn. Commissioner Hansen seconds the motion and with none opposed, meeting is adjourned 7:42 p.m.