



**BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
September 10, 2008**

**MINUTES FROM AUGUST 12, 2008 REGULAR BOARD MEETING**

Commissioner Schweers opened the meeting at 5:00 p.m.

Silent Prayer

Pledge of Allegiance

**ROLL CALL**

Commissioner Akins, Commissioner Schweers, Commissioner Sassano, and Commissioner Morris were in attendance. Commissioner Levy was absent.

**SPECIAL RECOGNITION**

Chief Vanderbrook presented Mike Harris of Coastal Village Apartments with a Certificate of Appreciation for the use of an apartment during the construction of the Administrative Complex.

**PUBLIC COMMENT ON AGENDA ITEMS**

None.

**ITEMS TO BE PULLED FOR DISCUSSION**

No items to be pulled for discussion.

**CONSENT AGENDA**

*Commissioner Sassano made a motion to approve Consent Agenda items 1-3 as presented. Commissioner Morris seconded, all were in favor, motion carried.*

**ADMINISTRATIVE AGENDA**

- 1. APPROVE THE AFFILIATION AGREEMENT BETWEEN EFR AND FGCU TO PROVIDE OVERSIGHT AND DIRECTION ON THE WELLNESS/FITNESS PROGRAM FOR EFR EMPLOYEES; AUTHORIZING THE FIRE CHIEF TO SIGN THE AGREEMENT.** Chief Vanderbrook provided a brief explanation and history of the partnership with FGCU. *After discussion, Commissioner Sassano made a motion to approve the agreement between EFR and FGCU. Commissioner Akins seconded, all were in favor, motion carried.*
- 2. THE BOARD OF FIRE COMMISSIONERS APPOINTS THE GOVERNING BOARD OF OFFICERS FOR THE ESTERO COMMUNITY SAFETY, EDUCATION AND EMERGENCY FUND, INC.** Chief Vanderbrook provided a brief explanation. *After discussion, Commissioner Akins made a motion to approve the following personnel and positions to fill the officers of the Safety Fund. Todd Coulter, President; Scott A. Vanderbrook, Vice President; Susan Lindenmuth, Secretary/Treasurer; Maria Ramos, Administrator and allow the appointed member to select one member from the community to serve as a member of the fund. Commissioner Sassano seconded, all were in favor, motion carried.* Commissioner Morris recommended Al O'Donnell as the possible community member.

3. **APPROVAL OF ESTERO FIRE RESCUE RESOLUTION NO. 2008-06 NUISANCE ALARMS.** Acting Fire Marshal Green gave a presentation on the nuisance alarms and the cost to the District. *After much discussion, Commissioner Sassano made a motion to approve Administrative Agenda Item 3 with an effective date of October 1, 2008. Commissioner Morris seconded, all were in favor, motion carried.*
4. **APPROVAL OF ESTERO FIRE RESCUE RESOLUTION NO. 2008-05 UNIFORM FEE SCHEDULE.** Acting Fire Marshal Green noted the changes made to the Fee Schedule which was adopted in May 2008 to include the revisions in Section N Nuisance Alarms. *After much discussion, Commissioner Sassano made a motion to approve Administrative Agenda Item 4 with an effective date of October 1, 2008. Commissioner Akins seconded, all were in favor, motion carried.*

### **WALK ON ITEMS**

None.

### **PUBLIC COMMENTS**

None.

### **COMMISSIONER ITEMS**

- Commissioner Sassano inquired as to information pertaining to the Fire Chief's position. Chief Vanderbrook noted that Ms. Conway is preparing the timeline and information regarding advertising costs. Chief Vanderbrook provided the Commissioners with a draft position description for their review prior to the September Board meeting. Chief Vanderbrook also recommended that the Board consider a salary range for the Fire Chief position and he will obtain information from other districts as well as provide EFR's history for salary with regard to the position of Fire Chief.
- Commissioner Akins addressed the lack of presence of the attorney at the meeting. Chief Vanderbrook noted that in an effort to reduce costs and be prudent with the budget, each month's agenda will be reviewed by the Chairperson and Chief Vanderbrook and a decision will be made as to whether or not the attorney's presence will be necessary at the Board meeting.

### **FIRE CHIEF'S REPORT**

- ALS license has been renewed for another two years.
- September Board Meeting will be held on September 10<sup>th</sup> instead of September 9<sup>th</sup>. The First Public Hearing will start at 5:01 PM and then the regular Board Meeting will follow. Also, the Final Public Hearing will be on September 23 at 5:01 PM
- BC Reisen has put together an extensive new firefighter orientation and probationary packet. This will begin the process of developing our employee's from the bottom up.
- Lt. Schwalbe has put together an 8 hour orientation program for our new Driver/Engineers that will start October 1, 2008. This program is mandatory for all drivers and will be taught in the month of September.
- Meeting with owners of SIP to discuss the problems that we are having and have come up with some solutions to fix the problems.
- Lt. Collins has developed a way to save fuel when performing our semi-annual hydrant maintenance. When staffing permits, we are placing a firefighter in a pick up truck to perform the hydrant maintenance. This saves us fuel and maintenance on our large apparatus.
- Traffic Signal at Station 3 – Chief Vanderbrook noted that we were presented with an option to contribute a portion for a fully operating traffic signal with EVAC. At this time the Board advised Chief Vanderbrook to notify the developer that the Board can not move forward until after the BOCC meeting in September.
- Fire Prevention has been working with LCSO in making night inspections for overcrowding and night clubs in the District.

*Commissioner Morris made a motion to adjourn. Commissioner Sassano seconded, all were in favor, motion carried.*

*The meeting was adjourned at 6:37 p.m.*

Respectfully submitted,

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Gayle M. Sassano, Secretary