

**Upper Captiva Fire & Rescue District**  
4511 Hodgepodge Lane  
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**Serving the Community with Pride**  
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## **REGULAR MEETING MINUTES**

Friday, February 16, 2024  
10:00 a.m.  
Location: Fire Station

**COMMISSIONERS & STAFF PRESENT:** Duncan Rosen, Van Hammond, Bill Fry, Mike Filipczak, Chief Jesse Cottrell.

### **ISLANDERS/GUESTS PRESENT:**

Room: Ed Dotts

### **MINUTES:**

#### **1) Call to Order:** Commissioner Rosen

- 10:00 AM

#### **2) Additions/Changes/Deletions to Agenda**

- Added 5C discussion about SHC Dues

#### **3) Public Comment on Agenda Items**

- None

#### **4) Review of Unapproved Minutes – Commissioner Hammond**

1. November 17, 2023
2. December 15, 2023
3. January 16, 2024 (Executive Session)
4. January 19, 2024 (Regular Meeting)
  - Several corrections need to be made to all above minutes. The board voted 4-0 to table all minutes until the March 15 meeting.

#### **5) New Business**

- A. Contract for Chief Cottrell – Commissioner Rosen & Fry
  - Commissioner Rosen Reported that the 2-year contract has been fully executed.
- B. 501C3 Donations – Commissioner Hammond

- Board voted 4-0 to approve Commissioner Hammond to ask Magie to render her judgment related to creation of a 501c3 not to exceed 4 hours of work and report back to Board in March.

C. Discuss SHC water/sewer bill outstanding.

- Action for Jesse to confirm quarterly fee and system availability during power outages with SCH and pay invoices.

**6) Recurring Business Updates (Review of Written Reports)**

A. Chief's Report – Chief Cottrell

- No comments/issues

B. Treasurer's Report – Commissioner Filipczak

- No comments/issues. The Board tabled the Treasurer's report (4-0 vote) until March to allow for allocations for special assessment be sorted with new Accountant.

C. FEMA Reimbursement Submission – Commissioner Filipczak/Chief Cottrell.

D. Accessway Maintenance – Commissioner Hammond

- Secondary road maintenance to be contracted with off-shift Firefighters.
- Hold kick of meeting with AJ, Jesse, and team
- Confirm insurance coverage for non-departmental volunteers performing road work.

**7) Public Input on Non-Agenda Items**

- Ed Dotts raised a question/concern regarding getting help from County for island maintenance. Duncan indicated that he is in contact with UCCA president to engage with county commissioners on the topic.

**8) Next Monthly Meeting Date: March 15, 2024 at 10:00 a.m.**

- Venue changed to Safety Harbor Club House (Fire House is booked for the Community Emergency Response Team (CERT) 2-day training March 15 and 16<sup>th</sup>)

**9) Adjourn**

- Motion to Adjourn @ 11:35 (4-0 Vote)