

**Upper Captiva Fire & Rescue District**  
4511 Hodgepodge Lane  
P.O. Box 322 Pineland, FL 33945



**Serving the Community with Pride**  
Phone: 239-872-2263  
Email: [info@uppercaptivafire.org](mailto:info@uppercaptivafire.org)

## **REGULAR MEETING MINUTES**

Friday, November 15, 2024

10:00 a.m.

Location: Fire Station

**COMMISSIONERS & STAFF PRESENT:** Duncan Rosen, Van Hammond, Steve Holt, Chief Jesse Cottrell, Crystal McClary

Via Zoom: Bill Fry, MJ Yafchak, Mike Filipczak

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

Room:

Ed Dotts  
Alex Murphy  
Rich Gross  
Chris Hortsman

Via Zoom:

Zeke McDonald

### **MINUTES:**

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

10:00AM

**2) Review of Unapproved Minutes – Commissioner Hammond**

September 20, 2024, Shade Meeting  
September 21, 2024, Second Budget Hearing  
September 21, 2024, Regular Meeting Minutes  
September 28, 2024, Emergency Meeting Minutes

All meeting minutes were approved by the old board, however per state statutes we are required to conduct all business during the November meeting with the new board. Thus, at the December meeting we will reapprove the above minutes with the new board.

### **3) New Business**

- A. Swear Swearing in UCFRD Newest Commissioner: Welcome Steve Holt - Commissioner Rosen  
Steve Holt was sworn in for Seat 5 on the Board of Commissioners.
- B. An emergency meeting was held on 9/28 to authorize emergency spending due to equipment loss during hurricanes.
  - a. Commissioner Fry was unable to attend the emergency meeting, which was called on short notice. The absence was agreed by Chairman Rosen to be EXCUSED.
  - b. Official motion to approve incremental spending authorized during emergency meeting was voted on and passed by a vote of 3-0-1 (Steve Holt abstained as he was not a commissioner when this was approved, Bill Fry abstained as he did not attend the emergency meeting).
- C. Reassignment of board positions – ALL  
New board positions  
Chairman: Duncan Rosen (5-0)  
Vice Chairman: Steve Holt (5-0)  
Treasurer: Bill Fry (5-0)  
Secretary: Van Hammond (5-0)
- D. Hurricane(s) Recovery Update: FEMA & Barging – Commissioner Rosen  
Commissioner Rosen addressed rumors regarding conflict of interest with his barging company and the Fire District. Rosen's barge company has provided thousands of dollars of free barging services for the Fire District (moving equipment and materials) AT NO COST to the district. For work unrelated to the fire district such as FEMA or County contracts, he can opt in the bidding process w/o conflict to his UCFRD Board responsibilities.  
Commissioner Holt will be Jesse's POC for any barging issues.

### **4) Recurring Business Updates (Review of Written Reports)**

- A. Update status of litigation against District – Commissioner Rosen  
No update, there is a Shade meeting scheduled for December 20, just after the regular board meeting.
- B. Chief's Report – Chief Cottrell  
Chief's report is posted on the district's website
- C. Treasurer's Report – Commissioner Fry  
Treasurer's Report is posted on the district's website and was approved by a 5-0 vote during the meeting.
- D. Accessway Maintenance – Commissioner Hammond
- E. Fun Run update - Commissioner Yafchak  
Fun Run schedule for end of December 2024 has been cancelled due to the generally poor condition of the island post hurricanes Helena & Milton.  
Event will be rescheduled for sometime in 1Q2025 (presidents day or spring break period)
- F. Chief performance review – Yafchak

Commissioner Yafchak provided an update and draft material that will be used to evaluate Chief's performance for the upcoming review period.

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

None

**6) Next REGULAR Monthly Meeting Date:** December 20, 2024, at 10:00 a.m.

**7) Adjourn 11:50 AM.**