

**WEST MANATEE FIRE & RESCUE DISTRICT COMMISSION
REGULAR MEETING**

*Minutes of November 14, 2023
Administration Building*

Special Presentations: New employees, William Brooks, Kyle Elliott, Matthew French, Gavin Johnston, Sarah Joseph, Dane Miller, Hunter Miller, Brian Pease, and Tyler Snyder were sworn in by Training Chief Tuttle. Crystal Bercot was recognized for her promotion to 2nd Class Firefighter Paramedic. Chairman Bennett and Chief Ed Cleveland recognized Chief Rigney for completing the Executive Fire Officer Program.

The meeting was called to order at 6:17 p.m. with the following members present: Robert Bennett, Larry Jennis, David Bishop, Derrick Warner, and Billy Burke. The Pledge of Allegiance was followed by a moment of silence and the oath.

Fire Marshal (FM) Kwiatkowski introduced the owners of Pelican Snowballs. Jeff and Liz Lowe presented a portion of their proceeds from the Open House back to the District. Jeff Lowe explained that they participated in the WMFR Annual Open House, and it was a great event that they will surely partake in again.

2nd PUBLIC HEARING ORDINANCE #2024-01 FIRE PREVENTION CODE: Administrative Assistant (AA) Wright verified that public notice was advertised in The Bradenton Herald on November 5, 2023, and read the ordinance summary. An Ordinance for the West Manatee Fire & Rescue District adopting a Fire Prevention Code for the West Manatee Fire & Rescue District; Establishing the Bureau of Fire Prevention, Inspection and Investigation; Establishing rules and regulations for Fire Prevention and Safety; Providing for penalty for repealing all Ordinances in conflict; Including Ordinance 2020-06; Providing for severability; and providing for an effective date. Chairman Bennett opened the public hearing for public comments; there were none. Commissioner Burke motioned to close the public hearing; seconded by Commissioner Bishop. There was no Board discussion. Chairman Bennett adjourned the public hearing. Commissioner Bishop motioned to adopt Ordinance 2024-01 Fire Prevention Code. Seconded by Commissioner Burke. A roll call vote was taken. Commissioner Bishop – Yes; Commissioner Burke – Yes; Commissioner Warner – Yes; Commissioner Jennis – Yes; Chairman Bennett – Yes. Motion carried 5-0.

CHANGES TO AGENDA: None

PUBLIC COMMENTS: None

CONSENT AGENDA: Commissioner Jennis motioned to approve the Consent Agenda as presented; seconded by Commissioner Warner; motion passed unanimously.

COMMUNICATIONS: AA Wright stated that thank you cards have been received from schools and day care facilities in the District to thank the Bureau of Fire & Life Safety for educating them on fire safety.

CARRIED FROM CONSENT AGENDA: None

OLD BUSINESS:

- A. Vacation Rental Identification: FM Kwiatkowski stated training with Granicus should commence within the next 4 to 5 weeks. FM Kwiatkowski explained that the Bureau of Fire and Life Safety began inspecting Transient Public Lodging Establishment's in October and the inspections are going well with no complaints. Chief Rigney requested that this topic be named Transient Public Lodging Establishments rather than Vacation Rental Identification from now on. Chairman Bennett agreed.

NEW BUSINESS:

- A. Board Elections: Commissioner Bishop motioned to nominate Commissioner Warner for Chairman; Seconded by Commissioner Burke; Motioned passed unanimously. Chairman Bennett motioned to nominate Commissioner Burke for Vice Chairman; Seconded by Commissioner Bishop; Motion passed unanimously. Commissioner Bishop motioned to nominate Commissioner Jennis for Secretary-Treasurer; Seconded by Chairman Bennett; Motion passed unanimously.

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- B. 2024 Meeting Dates: Chief Rigney stated that the 2024 meeting dates have been chosen in accordance with our usual schedule at 6pm on the third Tuesday of every month aside from September when it is on the second Tuesday. Commissioner Jennis motioned to approve the 2024 Meeting Dates; Seconded by Commissioner Burke; Motion passed unanimously.
- C. December Meeting: Chairman Bennett explained that typically the December Commission Meeting is cancelled. Commissioner Jennis verified with Staff that the December Meeting was not necessary. Chief Rigney confirmed that there is no objection in canceling the meeting. Commissioner Burke motioned to cancel the December Commission Meeting; Seconded by Commissioner Jennis; Motion passed unanimously.
- D. Resolution 2024-02 Statewide Mutual Aid Agreement: Chief Rigney explained that the State updated its Mutual Aid Agreement and that this was reviewed and signed by our legal counsel. Commissioner Jennis motioned to adopt the Statewide Mutual Aid Agreement; Seconded by Commissioner Bishop; Motioned passed unanimously.

CHIEF'S REPORT: Chief Rigney stated the Annual Open House was a huge success and directed the Board to watch a video of the event. FM Kwiatkowski explained that the Bureau of Fire and Life Safety had a great October teaching age-appropriate fire safety to the students of the District elementary schools, day care facilities, and a large homeschool group. FM Kwiatkowski went on to speak about the huge success of the Annual Open House. FM Kwiatkowski also stated that he presented in Gainesville at the 75th Annual Florida Fire Prevention Conference. Deputy Chief (DC) Johnson gave kudos to FM Kwiatkowski on his outstanding Open House. DC Johnson then stated that the District received the COPCN from the county and can move forward being certified in ALS with the state.


OTHER REPORTS: Chief Rigney stated we are currently undergoing our annual financial audit and it is going well.

COMMISSIONER'S COMMENTS: The Board thanked Staff for the hard work and dedication on the Open House as well as all of the other business completed in and out of the District.

NEXT MEETING: Tuesday, January 16, 2024, at 6:00 p.m. at Administration building.

ADJOURNMENT: Chairman Bennett adjourned the meeting at 6:33 p.m.


Chairman


Secretary

