Regular Meeting Minutes of the
Board of Commissioners
Cedar Hammock Fire Control District

October 15, 2026

CALL TO ORDER

The regular meeting was called to order by Chairman Litschauer at 6:00 p.m. The following Commissioners were present: Steve Litschauer, Bill Espy, Marnie Matarese, John Stevens and Beth Byron-Reasoner.

INVOCATION AND PLEDGE OF ALLEGIANCE

Fire Chief Joe Falcone led the invocation, which was followed by the Pledge of Allegiance.

QUORUM

Chairman Litschauer confirmed a physically present quorum for the meeting. The meeting was properly advertised.

CONSENT AGENDA

Chairman Litschauer asked if there was any discussion of the minutes or the Treasurer's report. There was no discussion.

ACTION: Commissioner Matarese moved to accept the Consent Agenda. Commissioner Stevens seconded the motion. The motion passed unanimously (5–0).

SPECIAL BUSINESS

Years of Service Awards presented to Lieutenant Dirmeyer (10 years) and Deputy Chief Rose (25 years).

PUBLIC COMMENTS

There were no comments.

OLD BUSINESS

Open House

Chief Falcone gave a reminder for the event being held on November 7th from 10am-1pm at the Station #3 Training Facility.

NEW BUSINESS

Resolution 2026-11 TRT Agreement

Chief Falcone presented Resolution 2026-11 which authorizes the District to enter a Memorandum of Understanding (MOU) with all the Manatee County fire departments to create

one Technical Rescue Team and repeal any previous agreements relating to technical rescue teams.

ACTION: Commissioner Stevens moved to approve Resolution 2026-11 TRT Agreement as presented. Commissioner Matarese seconded the motion. The motion passed unanimously (5-0).

Memorandum of Understanding United States Coast Guard

Chief Falcone presented a Memorandum of Understanding between the District and the United States Coast Guard which outline the tactics and training that the parties will follow in support of maritime search and rescue (SAR) responses.

Discussion ensued regarding the training periods and personnel requirements to fulfil the MOU. Chief Falcone stated that the training was anticipated to be completed by June 2027, and that there is no set number of participants. The expectation is to have several certified personnel on each shift.

ACTION: Commissioner Matarese moved to approve the Memorandum of Understanding United States Coast Guard as presented. Commissioner Byron-Reasoner seconded the motion. The motion passed unanimously (5-0).

Capital Asset Inventory

Chief Falcone presented the results from this year's inventory of all capital assets, and all assets have been accounted for. A memorandum was presented to the Board identifying items to be removed from the capital asset list as they are no longer serviceable, beyond repair and have been replaced. Chief Falcone requested approval to remove the identified assets from the Capital Asset Inventory.

ACTION: Commissioner Espy moved to approve the Capital Asset Inventory as presented and to allow items no longer in use to be disposed of. Commissioner Byron-Reasoner seconded the motion. The motion passed unanimously (5-0).

CHIEF'S REPORT

Chief Falcone presented the September report to update the Commissioners on the business of the District. CS&L Auditors were on site this week completing the 25-26 preliminary audit which went very well. We are preparing for a final audit the second week of January. We expect to have the final audit completed and filed by the June 30th deadline. Chief Falcone and staff began negotiations for the 2027 health, dental, and vision insurance renewal.

COMMISSIONER'S COMMENTS

Commissioner Stevens "Keep doing what you're doing. Stay safe."

Chairman Litschauer "Kudos to BC Smith for the participation in the 9/11 Presentation and events throughout the county. It was a great representation for the District. Congratulations to those who received Years of Service awards. Keep going. Amazing turnout for the Phillip Collier Maze Dedication. Retiree turnout was very rewarding to see. Kudos to staff for positive comments throughout the community. Keep making us proud.

NEXT MEETING DATE

November 19, 2026

ADJOURNMENT

ACTION: Commissioner Stevens moved to adjourn the meeting Commissioner Byron-Reasoner seconded the motion. The motion passed unanimously (5-0). The meeting was adjourned at 6:23pm.

Approved

Chairman Steve Litschauer