

DATE: APRIL 17, 2017
TIME: 6:00 PM
LOCATION: STATION 1
SUBJECT: SWARTZ CREEK AREA FIRE FIREBOARD AGENDA



- I. CALL TO ORDER
 - A. PLEDGE OF ALLEGIANCE
 - B. ROLL CALL
 - C. ELECTION OF OFFICERS:
 - 1. Chairman
 - 2. Vice Chairman
 - 3. Secretary Treasurer
 - D. ADDITIONS/CHANGES/DELETIONS AND AGENDA APPROVAL:
 - E. SPECIAL PRESENTATIONS/ANNOUNCEMENTS:
 - 1. Roy, Noye & Warren 2016 audit presentation
 - a. Copy of March 29, 2017 email indicating distribution of audit
- II. APPROVAL OF MINUTES
 - A. JANUARY 24, 2017 MEETING (POSTPONED FROM FEBRUARY)
 - 1. Written narrative of Mr. Henry comment segment (attached)
 - B. FEBRUARY 28, 2017 MEETING
 - C. MARCH 20, 2017 LACK OF QUORUM MEETING
- III. CORRESPONDENCE:
 - A. FEBRUARY INCIDENT SUMMARY REPORT
 - B. MARCH INCIDENT SUMMARY REPORT
- IV. PROFESSIONAL SERVICE REPORTS:
 - A. FEBRUARY FINANCIAL REPORT
 - B. FEBRUARY BILLS LIST
 - C. MARCH FINANCIAL REPORT
 - D. MARCH BILLS LIST
- V. COMMITTEE REPORTS:

- A. BY-LAWS COMMITTEE - Chairman Rick Clolinger, Tammy Kapraun, Ted Henry and Bill Cavanaugh:
 - B. HEALTH AND SAFETY COMMITTEE: Chairman Ted Henry (Members Chief Cole, Assistant Chief Plumb, Association Station 1 Trustee Walt Melen and Association Station 2 Trustee Lori McKerracher)
 - C. PERSONNEL COMMITTEE: Chairman Rick Clolinger, Tammy Kapraun and John Knickerbocker.
 - 1. Fire Chief work agreement
 - 2. Fire Chief Health Care Savings Plan approval. Fireboard members were sent an email on March 1, explaining the amounts and the documents associated with the plan.
 - D. FIRE AGREEMENT COMPLIANCY COMMITTEE: Chairman Curt Porath, Ted Henry, John Knickerbocker and Attorney Bill Cavanaugh.
- VI. OLD BUSINESS:
- A. APPARATUS UPDATE from Honorary Battalion Chief Jack King-
 - 1. Apparatus status report attached
 - B. 2016 FEMA GRANT STATUS REPORT: nothing new to report.
 - C.
- VII. NEW BUSINESS:
- A. MEMBERS FOR PLACEMENT ON PROBATION: none.
 - B. MEMBERS ELIGIBLE TO COME OFF PROBATION: none
 - C. MEMBERS RESIGNING/TERMINATING: none
 - D. MEMBERS ELIGIBLE FOR REINSTATEMENT: none
 - E. REQUEST TO PAY TUITION FOR LIEUTENANT WALT MELEN TO ATTEND A SERVICE TECHNICIAN TRAINING CONFERENCE: Attached are Lt. Melen's training request along with 2 brochures explaining the conference.
 - Chief Cole requests permission to direct training funds to allow Lieutenant Walt Melen to attend the October 9-12 Fire Truck Training Conference in Lansing in the amount of \$540.00 plus mileage at 53.5 cents per mile.**
 - F. STATION 1 PHONE SYSTEM: FF Jeff Kelley has collected phone system prices that are listed below. The current system, purchased by the City of Swartz Creek when the building was built in the late 80s is obsolete, malfunctions and parts can no longer be purchased. FF Kelley will be paid his normal wage to assist with installation of the system. There are two

components to the system. The phones and the network equipment. Due to the Sangoma system allowing us to explore the ability to bridge between both stations and sharing the phone system, this is the system to being recommended. Mounting hardware will be extra but approximately \$100 for all. FF Kelley will be available to answer any questions.

Phones	
Vendor	Amount
Digium Switchvox	\$5,581.83
Sangoma VoIP	\$2,485.02
VoIP Supply	\$2,240.99
Network Equipment	
Cisco	\$993.60
Newegg	\$790.99
Tiger Direct	\$933.71

Chief Cole requests permission to purchase the Sangoma VoIP phone system and Newegg network for a total of \$3,276.01 plus shipping and mounting hardware.

G. WORKERS' COMPENSATION INSURANCE SPECIFICATIONS: Attached is the specification to be sent to vendors for return by May 5, 2017. The bids were sent to 4 vendors on April 3 via certified mail. The results will be submitted at the May 15 meeting for consideration.

H. THERMAL IMAGER (TI) DAMAGE CLAIM: On April 11, 2017, during a training exercise while utilizing the Genesee County Burn Trailers at station 2, the TI assigned to Engine 21 was burned beyond repair. The Stevenson Insurance Company has advised there is a \$1,000 deductible on equipment. The cost to replace the TI is \$9,784.00 plus shipping. Attached is the quote from Argus-Hazco. The charging unit, mounted on Engine 21, is still usable. All 3 apparatus mounted TI units are interchangeable

Chief Cole requests permission to purchase a replacement thermal imager from Argus-Hazco in the amount of \$9,784.00, with \$8,784.00 being reimbursed from Stevenson Insurance and \$1,000.00 being taken from line item 978, Fire Equipment-Maint/Repair/Upgrades.

VIII. GENERAL INFORMATION:

- A. MUNICIPAL BILLINGS for FEBRUARY & MARCH
- B. Flowers fund balance \$124.00.
- C. Monthly Fire Prevention Activity Report:
- D. Email sent to Supervisor Gehringer with copy to City Manager Zettel

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regarding false alarms (attached)
E.

- IX. OPEN TO THE PUBLIC:
- X. COMMENTS OF FIRE DEPARTMENT PERSONNEL (THROUGH THE CHIEF AND/OR HIS DESIGNATE: none
- XI. CHAIN OF COMMAND APPEAL TO THE FIREBOARD: none
- XII. COMMENTS FROM FIRE BOARD MEMBERS:
- XIII. MEETING ADJOURNMENT: