

DATE: OCTOBER 16TH, 2017
TIME: 6:00 PM
LOCATION: STATION 1
SUBJECT: SWARTZ CREEK AREA FIRE FIREBOARD AGENDA

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- I. CALL TO ORDER
A. PLEDGE OF ALLEGIANCE
B. ROLL CALL
C. ADDITIONS/CHANGES/DELETIONS AND AGENDA APPROVAL:
D. SPECIAL PRESENTATIONS/ANNOUNCEMENTS:
- II. APPROVAL OF MINUTES
A. SEPTEMBER 18TH, 2017 MEETING
B. OCTOBER 2ND, 2017 SPECIAL MEETING
- III. CORRESPONDENCE:
A. SEPTEMBER INCIDENT SUMMARY REPORT
- IV. PROFESSIONAL SERVICE REPORTS:
A. SEPTEMBER FINANCIAL REPORT

B. SEPTEMBER BILLS LIST

C. SEPTEMBER PAYROLL
- V. OLD BUSINESS:
A. APPARATUS AND STATION STATUS -
1. Honorary Battalion Chief Jack King, (attached)

B. 2016 FEMA GRANT STATUS REPORT: Was notified by email on Oct 6th our grant submission was turned down.

C. PUBLIC SAFETY BUILDING:
I have spoken to the City Manager, DPW Director and Metro PD Lieutenant. The police department will be removing the remainder of their equipment soon. The city still has two rooms that need carpet and will also be completed soon. We have ordered computers and began ordering the needed phone equipment. Once the city officially turned over the building to the Fire Department, we will rekey the entire facility.
- C. SERVICE TECHNICIAN TRAINING:
Due to work schedule issues, Lt Melen is unable to attend the approved training. We are currently looking for a different class to attend. (**Ref: Resolution 041717-14**)

D.

VI. NEW BUSINESS:

A. PURCHASE OF 10 PAIRS OF LEATHER FIREFIGHTER BOOTS: This is an ongoing replacement process. Below are 3 quotes with a budgeted amount of 3,500.00.

Vendor	Amount
Douglass Safety Systems	\$3,400.00
The Fire Store	\$3,555.90
Gall's	\$4,389.90

It is requested to purchase 10 pairs of leather boots from Douglass Safety Systems in the amount of \$3,400.00 plus

B. 2018 BUDGET PRESENTATION: Please find attached the 2018 budget was discussed with Clayton Township and Swartz Creek municipal leadership on Oct. 9th.

It is requested to forward the presented 2018 SCAFD budget to our municipalities for consideration.

C. ICMA: As was done in December of 2015, we need to make some changes to the plan coordinator and contact for the Firefighters retirement. Currently, Kim Borse and Brent Cole are listed as contact and coordinator respectfully. I have included the motion language that was used in 2015.

The SCAFD Board does hereby direct staff to remove Brent Cole and install Fire Chief, _____, as the plan coordinator and main contact. The board also directs staff to remove Kim Borse as secondary contact, and install Accounting/Clerical Specialist Shelley Thompson. Fire Chief, _____ shall receive reports, notices, etc., from ICMA Retirement Corporation or VantageTrust; may delegate any administrative duties relating to the Plan to appropriate departments; and, execute all necessary agreements with ICMA Retirement Corporation incidental to the administration of the Plan.

D. PERSONNEL NOTIFICATIONS OR RECOMMENDATIONS:

1. Stephen Juno, assigned to station 2, hired May 20th, 2013, has been on a personal leave of absence since April 12th, 2017. As part of the leave request, Stephen has included a resignation clause if he did not return by October 12th. In communications with Stephen, he indicates due to his work hours and living arrangements, he will not be returning.

It is recommended to accept the resignation of Stephen Juno effective October 12th, 2017 with regrets.

VII. GENERAL INFORMATION:

- A. Municipal billings for Sept.
- B. Flower fund balance is \$89.00
- C. Monthly Fire Prevention Report: Attached.
- D

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

Add on

NEXT MONTH:

Delete

Clolinger:

Updated

Engel:

Henry:

Kapraun:

Knickerbocker:

Porath:

Widigen: