

DATE: NOVEMBER 21, 2016
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. ADDITIONS/CHANGES/DELETIONS AND AGENDA APPROVAL:
 - D. SPECIAL PRESENTATIONS/ANNOUNCEMENTS: (separate 13 page document provided to Fireboard with the meeting packet)
 - 1. MABAS (Mutual Aid Bos Alarm System) agreement presentation by Grand Blanc Fire Chief Robert Burdette and Fenton City Fire Chief Bob Cairnduff
- I. APPROVAL OF MINUTES
 - A. OCTOBER 17, 2016 MEETING
- III. CORRESPONDENCE:
 - A. OCTOBER INCIDENT SUMMARY REPORT
- IV. PROFESSIONAL SERVICE REPORTS:
 - A. OCTOBER FINANCIAL REPORT
 - B. OCTOBER 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 Merriam, Association Station 1 Trustee Todd Beedy and Association Station 2 Trustee Lori McKerracher)
 - C. PERSONNEL COMMITTEE: Chairman Rick Clolinger, Tammy Kapraun and John Knickerbocker.
 - 1. Fire Chief Employment Agreement
 - D. FIRE AGREEMENT COMPLIANCY COMMITTEE: Chairman Richard Abrams, 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. GENERAL LIABILITY INSURANCE: Opening of bids received. The results of the bids will be brought back to the Fireboard at the December meeting.
- C. 2016 FEMA GRANT STATUS REPORT: Attached is narrative from Barb Breen indicated the current and future status. Also attached is her grant writing invoice.
- D. TURN OUT GEAR (TOG) PURCHASE: An email was sent to the Fireboard indicating compliance with the bid received and purchase.
- E. 2017 BUDGET STATUS:
 1. City of Swartz Creek approved their portion at their October 24, 2016 meeting.
 2. Charter Township of Clayton postponed their portion of the budget until the Fire Chief Work Agreement has been resolved at their November 10, 2016 meeting.

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. STATION 1 LIEUTENANT PROMOTION:

F. ASSISTANT CHIEF PROMOTION:

G. HOSE PURCHASE: Douglass Safety has announced a bulk purchase price for hose. The November 7, 2016 email received is attached. The 2017 budget provides for 50 pieces of 1 3/4" x 50 hose. I called Douglass Safety and was advised there will probably be an increase of 5% after January 1, 2017 (\$260.00). An interest to purchase is required by Nov. 21. An indication in the email suggested they will work with the timing, resulting in a date to order of November 25. The invoicing will be held until January 1, 2017 for payment. The 2017 budget amount for this purchase is \$6,250.00.

As a point of information, Flint Fire Department has a blanket purchase order with Douglass Safety based on the prices given over the years.

The amount is outside the normal purchase policy amount that requires sealed bids. However, because of the time constraints, two other quotes were received to substantiate the Douglass Safety amount as follows:

Vendor	Amount
Douglass Safety	\$5,250.00
Timer Emergency (plus \$100 max shipping)	\$6,025.00

Fire Equipment Associates	\$5,300.00
First Due Supply (would not provide quote since they already knew Douglass price)	

Chief Cole requests permission to purchase 50 pieces of 1 3/4" x 50' fire house from Douglass Safety in the amount of \$5,250.00 with payment made after January 1, 2017.

H. ANNUAL INVENTORY: Clarification on what is required for inventory listing.

Discussion:

I.

J.

VIII. GENERAL INFORMATION:

A. MUNICIPAL BILLINGS for OCTOBER

B. Flowers fund balance \$124.00.

C. Monthly Fire Prevention Activity Report: attached

D. Accountant Clerical Specialist job has been posted at the following locations with copies attached:

1. Craig's List (cost was \$10 for a 30 day listing).

2. Swartz Creek Area Firefighters facebook page.

3. Swartz Creek Area Fire Department index page as a link to a PDF file.

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: