

# REGULAR MEETING

January 16, 2018

## SWARTZ CREEK AREA FIRE DEPARTMENT

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, January 16, 2018. Chairman, Ken Engel, called the meeting to order at 6:00 p.m.

### I. CALL TO ORDER:

- PLEDGE OF ALLEGIANCE
- ROLL CALL

#### Board Members Present:

- City Representative, Rick Clolinger
- Clayton Representative, Ken Engel
- Clayton Representative, Tammy Kapraun
- City Representative, Curt Porath
- City Representative, John Knickerbocker
- Board Members Absent:
- Clayton Representative, Ted Henry
- Clayton Representative, Robert Widigan

#### Staff Present:

- Attorney, Bill Cavanaugh
- Interim Fire Chief, Dave Plumb
- Acct./Clerical, Shelley Thompson
- Staff Absent: None

- **AGENDA: ADDITIONS/CHANGES/DELETIONS: CORRESPONDENCE – ADDITION**

#### ADDITION PRESENTATIONS –

John Knickerbocker presentation from SageLink Credit Union

Motion by KNICKERBOCKER

Second by KAPRAUN

The SCAFD Board does hereby approve the agenda for the January 16, 2018 meeting with the addition of Presentation by John Knickerbocker

YES: CLOLINGER, KAPRAUN, PORATH, KNICKERBOCKER, ENGEL

NO: None Motion declared carried

### D. SPECIAL PRESENTATIONS / ANNOUNCEMENTS

1. **PRESENTATION** – SageLink Credit Union \$500 check to Capt. Cole

### APPROVAL OF MINUTES

#### A. December 18, 2017 BOARD MEETING

- \* **Resolution 011618-01**

Motion by CLOLINGER

Second by KAPRAUN

The SCAFD Board does hereby approve the minutes of the December 18, 2017 Board Meeting, as presented.

YES: CLOLINGER, KNICKERBOCKER, KAPRAUN, PORATH, ENGEL

NO: None Motion declared carried

### II. CORRESPONDENCE:

#### A. DECEMBER INCIDENT SUMMARY REPORT:

- **Resolution 011618-02**

Motion by KNICKERBOCKER

Second by KAPRAUN

The SCAFD Board does hereby accept the December 2017 Incident Summary, as presented.

YES: KAPRAUN, CLOLINGER, PORATH, KNICKERBOCKER, ENGEL

NO: None Motion declared carried

### III. PROFESSIONAL SERVICE REPORTS:

- A. **DECEMBER FINANCIAL STATEMENT:** Informational only – year end adjustments are being submitted to municipalities for consideration

#### B. DECEMBER BILLS LIST:

- **Resolution 011618-03**

Motion by KNICKERBOCKER

Second by KAPRAUN

The SCAFD Board does hereby approve the December 2017 Bills List, as presented

YES: CLOLINGER, KAPRAUN, PORATH, KNICKERBOCKER, ENGEL

NO: None Motion declared carried

**C. DECEMBER PAYROLL LIST:**

• **Resolution 011618-04**

Motion by KNICKERBOCKER

Second by KAPRAUN

The SCAFD Board does hereby approve the December 2017 Payroll, as presented

YES: KAPRAUN, CLOLINGER, KNICKERBOCKER, PORATH, ENGEL

NO: None Motion declared carried

**IV. OLD BUSINESS**

**A. FIRE CHIEF EMPLOYMENT AGREEMENT**

1. *Committee met and Atty. Cavanaugh is researching – should be available at 02/20/2018 meeting*

**B. APPARATUS UPDATE:**

1. *Monthly report from Batt. Chief King – As Presented*

**C. PUBLIC SAFETY BUILDING:**

1. *Sonitrol*
2. *Guardian*
3. *ADT*

- *Bids have been submitted – not in budget for 2018 but will revisit in 2019 as it is much needed*

*HENRY AND WIDIGAN arrived at 6:19 p.m.*

**V. NEW BUSINESS**

**A. PERSONNEL PROMOTION RECOMMENDATIONS:**

Motion by KAPRAUN

Second by HENRY

The SCAFD Board does hereby approve the promotion of Stephen D. Tabit to the rank of Assistant Chief.

YES: HENRY, KNICKERBOCKER, KAPRAUN, PORATH, CLOLINGER, WIDIGAN, ENGEL

NO: None Motion declared carried

Motion by KAPRAUN

Second by HENRY

The SCAFD Board does hereby approve the promotion of Brendt J. Cole to the rank of Battalion Chief.

YES: KNICKERBOCKER, KAPRAUN, PORATH, HENRY, CLOLINGER, WIDIGAN, ENGEL

NO: None Motion declared carried

Motion by KAPRAUN

Second by HENRY

The SCAFD Board does hereby approve the promotion of Daniel E. Merriam to the rank of Sergeant.

YES: KNICKERBOCKER, HENRY, KAPRAUN, PORATH, CLOLINGER, WIDIGAN, ENGEL

NO: None Motion declared carried

**B. TURNOUT GEAR PURCHASE**

Motion by WIDIGAN

Second by HENRY

The SCAFD Board does hereby approve the disposal of equipment, which has been deemed useless in accordance with policy and procedures.

YES: PORATH, CLOLINGER, HENRY, KNICKERBOCKER, KAPRAUN, WIDIGAN, ENGEL

NO: None Motion declared carried

**C. 9-1-1 EQUIPMENT AGREEMENT**

**Resolution 18-0116-01**

Motion by HENRY

Second by WIDIGAN

The SCAFD Board does approve the 9-1-1 Equipment Agreement to be signed by municipality elected officials.

YES: KNICKERBOCKER, KAPRAUN, CLOLINGER, HENRY, PORATH, WIDIGAN, ENGEL

NO: None Motion declared carried

**VIII. GENERAL INFORMATION**

- A. MUNICIPAL BILLINGS FOR DECEMBER
- B. FLOWERS FUND BALANCE IS \$89.00
- C. MONTHLY FIRE PREVENTION REPORT: As presented

**IX. OPEN TO THE PUBLIC:**

**X. COMMENTS OF FIRE DEPARTMENT PERSONNEL:**

NONE

**XI. CHAIN OF COMMAND APPEAL TO THE FIRE BOARD:**

NONE

**XII. COMMENTS OF THE FIREBOARD:**

CLOLINGER – Congrats to all who were promoted, there is over 80 years of experience between them. As a citizen, all of the years of service are greatly appreciated.

KNICKERBOCKER – Congrats to all

HENRY – Congrats to everyone. Would like to see if meeting for February can be changed to different date because Clayton Township Planning Commission meets on 02-20-2018 as well.

PORATH – Congrats to all

KAPRAUN – Congrats to everyone

WIDIGAN – Congratulations to all

ENGEL – Congratulations, it is amazing to watch the dedication and time it takes for everyone to reach these positions.

Meeting adjourned at 6:41 p.m. The next regular meeting will be 02/20/17 at Station 1 at 6:00 pm

Shelley Thompson

Accounting/Clerical Specialist

Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 01/16/2018 Swartz Creek Area Fire Board meeting:

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Ken Engel

Chairman

Swartz Creek Area Fire Board

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Rick Clolinger

Secretary/Treasurer

Swartz Creek Area Fire Board