

REGULAR MEETING
February 17, 2020
SWARTZ CREEK AREA FIRE BOARD

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, February 17, 2020. Chairman, John Knickerbocker, called the meeting to order at 6:00 p.m.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Clayton Representative, Ken Engel *arrived at 6:09*

Clayton Representative, Celeste Bell

City Representative, Rae Lynn Hicks

City Representative, John Gilbert

Clayton Representative, Tom Spillane

Clayton Representative, Tammy Kapraun

Board Members Absent:

City Representative, John Knickerbocker

Staff Present:

Attorney, Bill Cavanaugh

Fire Chief, Dave Plumb

Staff Absent:

Acct./Clerical, Kim Borse

4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

• **Resolution 021720-01**

Motion by Celeste Bell

Second by Tom Spillane

The SCAFB does hereby approve the February 2020 agenda, as presented
Motion Carried

5. APPROVAL OF MINUTES

• **Resolution 021720-02**

Motion by Rae Lynn Hicks

Second by John Gilbert

The SCAFB does hereby approve the January 2020 minutes, as presented
Motion Carried

CORRESPONDENCE:

6. INCIDENT SUMMARY REPORT

• **Resolution 021720-03**

Motion by John Gilbert

Second by Rae Lynn Hicks

The SCAFB does hereby approve the January 2020 Incident Summary, as presented
Motion Carried

PROFESSIONAL SERVICE REPORTS:

7. FIRE CHIEF REPORT-report presented by Fire Chief D. Plumb

8. FINANCIAL REPORT

• **Resolution 021720-04**

Motion by Celeste Bell

Second by John Gilbert

The SCAFB does hereby approve the January 2020 Financial Report, as presented
Yes: Bell, Gilbert, Hicks, Kapraun, Spillane
Motion Carried

9. BILLS LIST

• **Resolution 021720-05**

Motion by Rae Lynn Hicks

Second by Celeste Bell

The SCAFB does hereby approve the January 2020 Bills List, as presented

Yes: Bell, Gilbert, Hicks, Kapraun, Spillane

Motion Carried

10. PAYROLL

• **Resolution 021720-06**

Motion by John Gilbert

Second by Celeste Bell

The SCAFB does hereby approve the January 2020 Payroll, as presented

Yes: Bell, Gilbert, Hicks, Kapraun, Spillane

Motion Carried

COMMITTEE REPORTS:

Health & Safety-Engel

Personnel-Kapraun

By-Laws-Hicks

OLD BUSINESS:

11. APPARATUS STATUS-report presented by Fire Chief D. Plumb

12. BIO-CARE PHYSICAL EVALUATION

13. IRS

• **Resolution 021720-07**

Motion by Celeste Bell

Second by Tom Spillane

The SCAFB does hereby direct staff to pay the IRS penalties/fines, in the amount of \$1648.83, ASAP.

Yes: Bell, Engel, Gilbert, Hicks, Kapraun, Spillane

Motion Carried

NEW BUSINESS:

14. MEMBERS COMING OFF PROBATION

• **Resolution 021720-08**

Motion by Ken Engel

Second by Tom Spillane

The SCAFB does hereby place Austin Bower on regular status with the SCAFD.

Yes: Bell, Engel, Gilbert, Hicks, Kapraun, Spillane

Motion Carried

15. ANNUAL INVENTORY REPORT

• **Resolution 021720-09**

Motion by Celeste Bell

Second by John Gilbert

The SCAFB does hereby remove the gas detector from inventory.

Yes: Bell, Engel, Gilbert, Hicks, Kapraun, Spillane

Motion Carried

GENERAL INFORMATION:

- 16. MUNICIPAL BILLINGS**
- 17. FLOWER FUND BALANCE: \$173.00**
- 18. OPEN TO PUBLIC**
- 19. COMMENTS OF FIRE DEPT PERSONNEL**
- 20. CHAIN OF COMMAND APPEALS**
- 21. COMMENTS FROM FIREBOARD MEMBERS**
- 22. MEETING ADJOURNMENT**

Meeting adjourned at 6:17 p.m. The next regular meeting will be 03/16/2020 at Station 1 at 6:00 pm

Kim Borse
Accounting/Clerical Specialist,
Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 11/18/2019 Swartz Creek Area Fire Board meeting:

John Knickerbocker
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board