

# REGULAR MEETING

February 28, 2017

## SWARTZ CREEK AREA FIRE DEPARTMENT

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, February 28, 2017. Chairman, John Knickerbocker, called the meeting to order at 6:04p.m.

### **I. CALL TO ORDER:**

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

#### Board Members Present:

- City Representative, John Knickerbocker
- City Representative, Joel McRee
- City Representative, Curt Porath
- Clayton Representative, Ted Henry
- Clayton Representative, Ken Engel
- City Representative, Rick Clolinger
- Clayton Representative, Tammy Kapraun

Board Members Absent: None

#### Staff Present:

- Attorney, Bill Cavanaugh
- Fire Chief, Brent Cole
- Acct./Clerical, Kim Borse
- Acct./Clerical, Emily White

Staff Absent: None

#### Others Present:

- Lania Rocha, Swartz Creek View
- Jack King, Batt. Chief
- Bob Plumb, Firefighter
- Steve Tabit, Batt. Chief
- Greg Warning, Sergeant
- Scott Martin, Sergeant
- Tim McKnight, Captain
- David Myers, Firefighter
- Ryan Spillane, Firefighter
- Josh Klamert, Firefighter
- Lori McKerracher, Firefighter
- Nick Miller
- Sedrick Fornari, Firefighter
- Angela Martin, Clayton Twp

### **C. AGENDA: ADDITIONS/CHANGES/DELETIONS:**

- **Resolution 022817-01**

Motion by Joel McRee

Second by Tammy Kapraun

The SCAFD Board does hereby approve the agenda as presented.

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None

Motion declared carried

### **D. SPECIAL PRESENTATION: NONE**

### **II. APPROVAL OF MINUTES**

#### **A. JANUARY 24, 2017 BOARD MEETING**

T. Henry questioned the accuracy of statements made by the Board Members

- **Resolution 022817-02**

Motion by Tammy Kapraun

Second by Joel McRee

The SCAFD Board does hereby postpone the vote of the January 24, 2017 minutes until the next regular board meeting.

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None

Motion declared carried

### **III. CORRESPONDENCE:**

#### **A. JANUARY INCIDENT SUMMARY REPORT:**

- **Resolution 022817-03**

Motion by Tammy Kapraun

Second by Joel McRee

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

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None Motion declared carried

**IV. PROFESSIONAL SERVICE REPORTS:**

**A. DECEMBER FINANCIAL STATEMENT:**

- **Resolution 022817-04**

Motion by Ted Henry

Second by Joel McRee

The SCAFD Board does hereby approve the January 2017 financial statement, as presented

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None Motion declared carried

**B. DECEMBER BILLS LIST:**

- **Resolution 022817-05**

Motion by Ted Henry

Second by Joel McRee

The SCAFD Board does hereby approve the January 2017 bills list, as presented

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None Motion declared carried

**V. COMMITTEE REPORTS:**

A. *BY-LAWS COMMITTEE MEETING: NONE*

B. *HEALTH & SAFETY COMMITTEE: NONE*

C. *PERSONNEL COMMITTEE:*

- **Resolution 022817-06**

Motion by Joel McRee

Second by Curt Porath

The SCAFD Board does hereby approve the Fire Chief employment agreement

- **Resolution 022817-07**

**Motion by Joel McRee**

**Second by Curt Porath**

Board member Joel McRee called the question

**YES: Clolinger, McRee, Porath, Knickerbocker**

**NO: Engel, Henry, Kapraun Motion failed**

YES: Clolinger, McRee, Porath, Knickerbocker

NO: Engel, Henry, Kapraun Motion declared carried

D. *FIRE AGREEMENT COMPLIANCY COMMITTEE: NONE*

**VI. OLD BUSINESS**

A. *APPARATUS UPDATE:*

1. *Monthly report from Batt. Chief King*

B. *2016 FEMA GRANT STATUS REPORT: None*

C. *ANNUAL INVENTORY: emailed to Municipalities and Board members 02/14/2017*

D. *Accounting/Clerical Specialist job status:*

- **Resolution 022817-08**

Motion by Ted Henry

Second by Curt Porath

The SCAFD Board does hereby amend the agenda to include VI.D.

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None Motion declared carried

- **Resolution 022817-09**

Motion by Tammy Kapraun

Second by Joel McRee

The SCAFD Board does hereby approve the hiring of Emily White as the Accounting/Clerical Specialist trainee retroactive to February 18, 2017.

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None Motion declared carried

**VII. NEW BUSINESS**

A. *MEMBERS TO BE PLACED ON PROBATION: NONE*

B. *MEMBER TO COME OFF PROBATION: NONE*

C. *MEMBERS RESIGNING/TERMINATING: NONE*

D. *MEMBERS ELIGIBLE FOR REINSTATEMENT: NONE*

E. STATION 2 PROMOTIONS:

• Resolution 022817-10

Motion by Rick Clolinger

Second by Ted Henry

The SCAFD Board does hereby promote Sgt Scott Martin to Lieutenant and FF Lori McKerracher to Sergeant.

YES: Clolinger, Engel, Henry, Kapraun, McRee, Porath, Knickerbocker

NO: None

Motion declared carried

VIII. GENERAL INFORMATION

A. MUNICIPAL BILLINGS FOR JANUARY

B. FLOWERS FUND BALANCE IS \$124.00

C. MONTHLY FIRE PREVENTION REPORT: Lt Fitzpatrick submitted January's report

D. CITY MANAGER, ZETTEL'S EMAIL

E. STATION 2 PROMOTIONAL ELIGIBILITY LIST

F. SOG 404, 426 602 UPDATES

IX. OPEN TO THE PUBLIC: NONE

X. COMMENTS OF FIRE DEPARTMENT PERSONNEL, THROUGH THE CHIEF: NONE

XI. CHAIN OF COMMAND APPEAL TO THE FIRE BOARD: NONE

XII. COMMENTS OF THE FIREBOARD:

Clolinger: Apologized proper procedure was not followed regarding Chief's HSA plan

Congratulations to S. Martin & L. McKerracher

Thank you to Lt Fitzpatrick regarding fire prevention activities

Engel: Congratulations to S. Martin & L. McKerracher

Need to take a longer look at the agenda before approving it

Would like the Chief to bring the run reports to the meetings

Thought false alarm findings was going to be on the agenda. Chief stated he did an interview with ABC 12.

Wants to look into a policy regarding multiple false alarms.

Henry: Congratulations to S. Martin & L. McKerracher

Appreciates FF attending the meetings

Help wanted signs may be within the right of way.

McRee: Congratulations to S. Martin & L. McKerracher

Concerned to here Chief's employment agreement could split the fire dept. The Board is just complying with the Fire Agreement between the municipalities.

Porath: Congratulations to S. Martin & L. McKerracher.

Regarding false alarms, the City wants to continue to respond to all alarms

Kapraun: Congratulations to S. Martin & L. McKerracher

Twp cannot find any reference to fines for false alarms on their books. No money has ever been collected for false alarms

Knickerbocker: Congratulations to S. Martin & L. McKerracher

Welcome to Emily White.

Meeting adjourned at 7:12 p.m. The next regular meeting will be 03/20/17 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 02/28/2017 Swartz Creek Area Fire Board meeting:

John Knickerbocker

Chairman

Swartz Creek Area Fire Board

Rick Clolinger

Secretary/Treasurer

Swartz Creek Area Fire Board