

# REGULAR MEETING

April 17, 2017

## SWARTZ CREEK AREA FIRE DEPARTMENT

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, April 17, 2017. Chairman, John Knickerbocker, called the meeting to order at 6:05p.m.

### I. CALL TO ORDER:

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

#### Board Members Present:

- City Representative, John Knickerbocker
- City Representative, Curt Porath
- Clayton Representative, Ken Engel
- Clayton Representative, Tammy Kapraun
- Clayton Representative, Bill Tucker
- City Representative, Rick Clolinger

#### Board Members Absent:

- Clayton Representative, Ted Henry

#### Staff Present:

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

Staff Absent: None

#### Others Present:

- Lania Rocha, Swartz Creek View
- Jack King, Batt. Chief
- Dave Plumb, Asst. Chief
- Rob Fitzpatrick, Lt.
- Steve Tabit, Batt. Chief
- Walt Melen, Firefighter
- Jeff Kelley, Firefighter
- David Myers, Firefighter
- Joel McRee, Swartz Creek
- Steve Shumaker, Swartz Creek
- Boots Abrams, Swartz Creek
- Richard Abrams, Swartz Creek
- Becky Tabit, Swartz Creek

### C. ELECTION OF OFFICERS:

1. Chairman Knickerbocker requested nominations from the Board for Chairman. Nominations for Ken Engel and John Knickerbocker were received. Chairman Knickerbocker asked for roll call for Ken Engel as Chairman.  
YES: Engel, Tucker, Kapraun, Knickerbocker  
NO: Clolinger, Porath                      Engel declared Chairman.
2. Chairman Engel requested nominations from the Board for Vice Chairman. A Nomination for Tammy Kapraun was received. No other nominations were received. Chairman Engel asked for roll call for Tammy Kapraun as Vice Chairman  
YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None                                      Kapraun declared Vice Chairman
3. Chairman Engel requested nominations from the Board for Secretary/Treasurer. A nomination for Rick Clolinger was received. No other nominations were received. Chairman Engel asked for roll call for Rick Clolinger as Secretary Treasurer.  
YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None                                      Clolinger declared Secretary/Treasurer

### D. AGENDA: ADDITIONS/CHANGES/DELETIONS:

- **Resolution 041717-01**  
Motion by John Knickerbocker  
Second by Rick Clolinger

The SCAFD Board does hereby add VII.C. & H. to and removes V.C.I from the agenda and approve the agenda as amended.

- YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None                                      Motion declared carried

*E. SPECIAL PRESENTATION: 2016 AUDIT*

*Eric Sturk from Roye, Noye, & Warren presented the 2016 Audit.*

- **Resolution 041717-02**

Motion by Tammy Kapraun  
Second by John Knickerbocker

The SCAFD Board does hereby accept the 2016 Audit Report from Roye, Noye, & Warren, as presented.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

**II. APPROVAL OF MINUTES**

*A. JANUARY 24, 2017 BOARD MEETING*

- **Resolution 041717-03**

Motion by John Knickerbocker  
Second by Rick Clolinger

The SCAFD Board does hereby approve the minutes of January 24, 2017 board meeting, as presented.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

*B. FEBRUARY 28, 2017 BOARD MEETING*

- **Resolution 041717-04**

Motion by Tammy Kapraun  
Second by John Knickerbocker

The SCAFD Board does hereby approve the minutes of February 28, 2017 board meeting, as presented.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

*C. MARCH 20, 2017 BOARD MEETING: Meeting not held due to lack of quorum.*

**III. CORRESPONDENCE:**

*A. FEBRUARY INCIDENT SUMMARY REPORT:*

- **Resolution 041717-05**

Motion by John Knickerbocker  
Second by Tammy Kapraun

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

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

*B. MARCH INCIDENT SUMMARY REPORT:*

- **Resolution 041717-06**

Motion by Tammy Kapraun  
Second by Rick Clolinger

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

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

**IV. PROFESSIONAL SERVICE REPORTS:**

*A. FEBRUARY FINANCIAL STATEMENT:*

- **Resolution 041717-07**

Motion by Curt Porath  
Second by Tammy Kapraun

The SCAFD Board does hereby approve the February 2017 financial statement, as adjusted

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

*B. FEBRUARY BILLS LIST:*

- **Resolution 041717-08**

Motion by John Knickerbocker  
Second by Curt Porath

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

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

*C. MARCH FINANCIAL STATEMENT:*

- **Resolution 041717-09**

Motion by Curt Porath  
Second by Rick Clolinger

The SCAFD Board does hereby approve the March 2017 financial statement, as adjusted

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

D. FEBRUARY BILLS LIST:

• Resolution 041717-10

Motion by John Knickerbocker  
Second by Tammy Kapraun

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

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

V. COMMITTEE REPORTS:

• Resolution 041717-11

Motion by Rick Clolinger  
Second by Tammy Kapraun

The SCAFD Board does hereby abolish the standing committees as of the next regular board meeting.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

A. BY-LAWS COMMITTEE MEETING: NONE

B. HEALTH & SAFETY COMMITTEE: NONE

C. PERSONNEL COMMITTEE:

- 1. Removed from agenda
- 2. Fire Chief Health Care Savings Plan:

• Resolution 041717-12

Motion by John Knickerbocker  
Second by Curt Porath

The SCAFD Board does hereby grant the Chief's request to put a portion of his salary into the ICMA Health Care Savings Plan.

YES: Clolinger, Knickerbocker, Porath  
NO: Kapraun, Tucker, Engel Motion declared failed

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

VII. NEW BUSINESS

A. MEMBERS TO BE PLACED ON PROBATION: NONE

B. MEMBER TO COME OFF PROBATION: NONE

C. MEMBERS RESIGNING/TERMINATING: J. White

• Resolution 041717-13

Motion by John Knickerbocker  
Second by Tammy Kapraun

The SCAFD Board does hereby accept the resignation of Accounting/Clerical Specialist, Joanne (Emily) White, effective 04/17/17.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

D. MEMBERS ELIGIBLE FOR REINSTATEMENT: NONE

E. TUITION REQUEST:

• Resolution 041717-14

Motion by Tammy Kapraun  
Second by Rick Clolinger

The SCAFD Board does hereby approve the \$540.0 EVT conference tuition payment and mileage at \$.535/mile for Lt. Walt Melen. Reimbursement for testing will be made upon proof of successfully passing each test.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

F. STATION 1 PHONE SYSTEM:

• Resolution 041717-15

Motion by Tammy Kapraun  
Second by Rick Clolinger

The SCAFD Board does hereby approve the purchase of the Sangoma VoIP system in the amount of \$2485.02 and Newegg network equipment in the amount of \$790.99 plus shipping and mounting hardware.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
NO: None Motion declared carried

G. WORKERS' COMPENSATION INSURANCE SPECIFICATIONS:

H. THERMAL IMAGER DAMAGE CLAIM:

- **Resolution 041717-16**

Motion by Tammy Kapraun  
 Second by John Knickerbocker

The SCAFD Board does hereby approve the purchase of a replacement thermal imager from Argus-Hazco in the amount of \$9784.00. Insurance to cover the cost, less the \$1000 deductible.

YES: Clolinger, Kapraun, Knickerbocker, Porath, Tucker, Engel  
 NO: None Motion declared carried

**VIII. GENERAL INFORMATION**

- A. MUNICIPAL BILLINGS FOR FEBRUARY & MARCH
- B. FLOWERS FUND BALANCE IS \$124.00
- C. MONTHLY FIRE PREVENTION REPORT: None
- D. FALSE ALARM EMAIL TO SUPERVISOR GEHRINGER & CITY MANAGER ZETTEL
- E. NEW COPIER DELIVERED JANUARY 11, 2017

**IX. OPEN TO THE PUBLIC:**

- B. Abrams: Cannot believe the Board is not backing the Chief regarding his Health Care Savings Plan
- L. Roche: Wanted to clarify that the Clayton Township Board did not discuss the Chief's Health Care Savings Plan during the vote on the Fire Dept's budget. The Township Board had discussed it at previous meetings, without backing from the members, but did not discuss it at this particular meeting.
- J. McRee:
  1. The Chief has had nothing but exemplary comments made regarding his running of the Fire Dept.
  2. How much does each Board member pay for their health insurance?
  3. The savings on the employer portion of social security would be \$1217.11/yr
  4. How does the Board think their constituents will feel knowing the Board knowingly violated the Chief's contract and put themselves in a position to be sued?
- S. Shumaker: Many employers allow their employees to contribute to pre-tax Health Care Savings plans. The Health Care Savings plan is already included in the Chief's contract and ICMA is already being used for deferred compensation by the firefighters...doesn't see why there is an issue. This is not the place to play politics with the Chief's pay. This is not governing. Those, that voted no, need to resign. The Board needs to treat their personnel better than this.
- R. Abrams: Doesn't understand why the Board won't permit the Chief to put his money where he wants. Either:
  1. The Board doesn't want him to have it
  2. The Board doesn't understand it

**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:**

- Knickerbocker: Welcome to Bill Tucker  
 Thank you to the audience for their participation
- Kapraun: Welcome to Bill Tucker  
 Recognized Joel McRee as being in attendance
- Porath: Thank you to the audience, he couldn't have said it better.  
 Requests Chairman Engel put the Chief's Health Care Savings Plan on the agenda for the next regular meeting.  
 Asks the Board to please consider what it has done.  
 There's no reason not to let any employee do what they want with their money.  
 Welcome to Bill Tucker
- Clolinger: None
- Tucker: Also requests the Chair put the Chief's Health Care Savings Plan on the agenda for the next regular meeting.  
 Honored to be asked to serve on the Board
- Engel: Welcome to Bill Tucker.

Meeting adjourned at 7:24 p.m. The next regular meeting will be 05/15/16 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 04/17/2017 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