

REGULAR MEETING
April 20, 2020
SWARTZ CREEK AREA FIRE BOARD

Due to the Corvid 19 regulations, the regular meeting of the Swartz Creek Area Fire Board was held via tele-conference, April 20, 2020. Chairman, John Knickerbocker, called the meeting to order at 6:01 p.m.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Clayton Representative, Brian Lipe
City Representative, John Knickerbocker
City Representative, Dave Spillane
City Representative, Rae Lynn Hicks
City Representative, John Gilbert
Clayton Representative, Tom Spillane
Clayton Representative, Tammy Kapraun

Board Members Absent: None

Staff Present:

Attorney, Bill Cavanaugh
Fire Chief, Dave Plumb
Acct./Clerical, Kim Borse

Staff Absent: None

4. ELECTION OF OFFICERS:

a. Chairman

Nomination by Tom Spillane
The SCAFB does hereby elect John Knickerbocker as Chairman of the SCAFB

b. Vice Chairman

Nomination by John Knickerbocker
The SCAFB does hereby elect Tammy Kapraun as Vice-Chairman of the SCAFB

c. Secretary/Treasurer

Nomination by Tom Spillane
The SCAFB does hereby elect Rae Lynn Hicks as Sec/Treas of the SCAFB

5. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

• **Resolution 042020-01**

Motion by Tammy Kapraun
Second by Tom Spillane

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

6. APPROVAL OF MINUTES

Tammy Kapraun called the meeting to order. John Knickerbocker was absent

• **Resolution 042020-02**

Motion by John Gilbert
Second by Tammy Kapraun

The SCAFB does hereby approve the February 2020 minutes, as corrected
Motion Carried

CORRESPONDENCE:

7. INCIDENT SUMMARY REPORT

• **Resolution 042020-03**

Motion by Tammy Kapraun
Second by John Gilbert

The SCAFB does hereby approve the February 2020 & March 2020 Incident Summary, as presented
Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

9. FINANCIAL REPORT

• **Resolution 042020-04**

Motion by Tammy Kapraun

Second by John Gilbert

The SCAFB does hereby approve the February 2020 & March 2020 Financial Report, as presented

Yes: Gilbert, Hicks, Kapraun, Lipe, D.Spillane, T.Spillane, Knickerbocker

Motion Carried

10. BILLS LIST

• **Resolution 042020-05**

Motion by Tom Spillane

Second by Tammy Kapraun

The SCAFB does hereby approve the February 2020 & March 2020 Bills List, as presented

Yes: Gilbert, Hicks, Kapraun, Lipe, D.Spillane, T.Spillane, Knickerbocker

Motion Carried

11. PAYROLL

• **Resolution 042020-06**

Motion by John Gilbert

Second by Rae Lynn Hicks

The SCAFB does hereby approve the February 2020 & March 2020 Payroll, as presented

Yes: Gilbert, Hicks, Kapraun, Lipe, D.Spillane, T.Spillane, Knickerbocker

Motion Carried

COMMITTEE REPORTS:

Health & Safety-

Personnel-Kapraun

By-Laws-Hicks

OLD BUSINESS:

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

NEW BUSINESS:

13. 2019 AUDIT-report presented by Ken Berthiaume

• **Resolution 042020-07**

Motion by Brian Lipe

Second by Tom Spillane

The SCAFB does hereby accept the 2019 audit report, as presented

Yes: Gilbert, Hicks, Kapraun, Lipe, D.Spillane, T.Spillane, Knickerbocker

Motion Carried

14. 2020-2021 WORKMAN'S COMP PROPOSED BID REQUEST

15. CONSUMERS ENERGY SURPLUS FUNDS

• **Resolution 042020-08**

Motion by Tammy Kapraun

Second by John Gilbert

The SCAFB does hereby approve the purchase of a utility trailer up to \$3,800

Yes: Gilbert, Hicks, Kapraun, Lipe, D.Spillane, T.Spillane, Knickerbocker

Motion Carried

16. HOSE/NOZZLE PURCHASE

• **Resolution 042020-09**

Motion by Rae Lynn Hicks

Second by Tom Spillane

The SCAFB does hereby approve the purchase of hose in the amount of \$2450 and nozzles in the amount of \$3440 from Douglass Safety.

Yes: Gilbert, Hicks, Kapraun, Lipe, D.Spillane, T.Spillane, Knickerbocker

Motion Carried

GENERAL INFORMATION:

17. MUNICIPAL BILLINGS

18. FLOWER FUND BALANCE: \$173.00

19. OPEN TO PUBLIC

20. COMMENTS OF FIRE DEPT PERSONNEL

21. CHAIN OF COMMAND APPEALS

22. COMMENTS FROM FIREBOARD MEMBERS

23. MEETING ADJOURNMENT

Meeting adjourned at 7:09 p.m. The next regular meeting will be 05/25/2020 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