

REGULAR MEETING

APRIL 21, 2008

SWARTZ CREEK AREA FIRE DEPARTMENT

The regular scheduled meeting of the Swartz Creek Area Fire Board was held at Station #1, April 21, 2008. Chairman, Jason Christie, called the meeting to order at 7:00p.m.

I. CALL TO ORDER:

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL

Board Members Present:

- Chairman, Jason Christie
- Clayton Representative, Rod Shumaker
- Clayton Representative, Richard Derby
- City Representative, Ray Thornton
- City Representative, Rick Clolinger

Board Members Absent:

- Vice Chairman, Mike Messer
- Secretary/Treasurer, Boots Abrams

Staff Present:

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

Staff Absent:

Others Present:

- Jack King, Batt. Chief
- Bob Plumb, Firefighter
- Karen Merriam, Firefighter
- Brendt Cole, Lieutenant
- Rich Tesner, Lieutenant
- Dave Plumb, Captain
- Jarrad Brooks, Firefighter
- Bryan Wistuba, City of Swartz Creek
- Joe Yambrick, Clayton Township
- Tim McKnight, Clayton Township
- Seth Derby, Clayton Township
- Rebekah Derby, Clayton Township

C. ELECTION OF OFFICERS:

- **Resolution 042108-01**
Motion by Rod Shumaker
Second by Rick Clolinger

The SCAFD Board does hereby approve the election of Jason Christie, Chairman; Mike Messer, Vice-Chairman; and Boots Abrams, Secretary/Treasurer.

YES: Clolinger, Derby, Shumaker, Thornton, Christie
NO: None Motion declared carried

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

- **Resolution 042108-02**
Motion by Rod Shumaker
Second by Rick Clolinger

The SCAFD Board does hereby approve the additions of V.A.1. Purchasing Policy and VII.B.1Members eligible to come off probation to the agenda and approve the agenda as amended.

YES: Clolinger, Derby, Shumaker, Thornton, Christie
NO: None Motion declared carried

E. SPECIAL PRESENTATIONS: NONE

II. APPROVAL OF MINUTES**A. MARCH 17, 2008 BOARD MEETING**

- **Resolution 042108-03**

Motion by Rick Derby

Second by Rod Shumaker

The SCAFD Board does hereby postpone action on the minutes until the next regular board meeting for lack of quorum of board members present at the meeting.

YES: Clolinger, Derby, Shumaker, Thornton, Christie

NO: None

Motion declared carried

III. CORRESPONDENCE:**A. MARCH INCIDENT SUMMARY REPORT:**

- **Resolution 042108-04**

Motion by Rod Shumaker

Second by Rick Derby

The SCAFD Board does hereby accept the March 2008 Incident Summary, as presented

YES: Clolinger, Derby, Shumaker, Thornton, Christie

NO: None

Motion declared carried

IV. PROFESSIONAL SERVICE REPORTS:**A. MARCH FINANCIAL STATEMENT:**

- **Resolution 042108-05**

Motion by Rod Shumaker

Second by Rick Derby

The SCAFD Board does hereby approve the March 2008 financial statement, as presented

YES: Clolinger, Derby, Shumaker, Thornton, Christie

NO: None

Motion declared carried

B. MARCH BILLS LIST:

- **Resolution 042108-06**

Motion by Rick Derby

Second by Rick Clolinger

The SCAFD Board does hereby approve the March 2008 bills list, as presented.

YES: Clolinger, Derby, Shumaker, Thornton, Christie

NO: None

Motion declared carried

V. COMMITTEE REPORTS:**A. BY-LAWS COMMITTEE MEETING:**

1. *Purchasing Policy status report: Atty. Cavanaugh submitted a rough draft*

B. MIOSHA, RIGHT TO KNOW COMMITTEE: NONE

1. *HEALTH & SAFETY SUBCOMMITTEE: NONE*

VI. OLD BUSINESS**A. APPARATUS UPDATE:**

1. *Monthly report from Batt. Chief King*

2. *SCBA FEMA grant status: Chief Cole reported the final grant has been submitted. Thornton & Clolinger would like a copy of the grant.*

VII. NEW BUSINESS**A. NEW MEMBER(S) TO BE PLACED ON PROBATION: B. Wistuba, J. Yambrick, C. Leisure, T. McKnight**

- **Resolution 042108-07**

Motion by Rod Shumaker

Second by Rick Derby

The SCAFD Board does hereby place Bryan Wistuba, Joe Yambrick, Corey Leisure, and Tim McKnight on twelve months probation with the SCAFD.

YES: Clolinger, Derby, Shumaker, Thornton, Christie

NO: None

Motion declared carried

B. MEMBER TO COME OFF PROBATION: W. Samida

- **Resolution 042108-08**

Motion by Rod Shumaker

Second by Rick Derby

The SCAFD Board does hereby place William Samida on regular status with the SCAFD.

YES: Clolinger, Derby, Shumaker, Thornton, Christie

NO: None

Motion declared carried

C. MEMBERS RESIGNING/TERMINATING: None**D. MEMBERS ELIGIBLE FOR REINSTATEMENT: None**

E. CURRENT MEMBERS FOR PLACEMENT ON PROBATION:

• Resolution 042108-09

Motion by Rod Shumaker
Second by Rick Derby

The SCAFD Board does hereby place the two employees mentioned on six month probation with the SCAFD.

YES: Clolinger, Derby, Shumaker, Thornton, Christie
NO: None Motion declared carried

F. FIRE CHIEF PERFORMANCE DISCUSSION:

• Resolution 042108-10

Motion by Rod Shumaker
Second by Rick Clolinger

The SCAFD Board does hereby direct the committee of Ray Thornton, Chairman; Rick Derby, and Boots Abrams to develop a performance evaluation process and form and bring it back to the Board for approval.

YES: Clolinger, Derby, Shumaker, Thornton, Christie
NO: None Motion declared carried

VIII. GENERAL INFORMATION

- A. MUNICIPAL BILLINGS
- B. FLOWER FUND IS CURRENTLY \$10.00
- C. SCAFD ORGANIZATIONAL CHART
- D. SOG 420
- E. ALL LADDERS PASSED TESTING
- F. MTPP LETTER DATED APRIL 9, 2008

IX. OPEN TO THE PUBLIC:

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:

- Shumaker: Regarding MTPP letter-have waivers been facilitated? Cole: waivers have always been in place. Congratulations and thank you to new firefighters
- Derby: Congratulations to Samida
Congratulations & welcome to new firefighters
- Clolinger: None
- Thornton: Surprised at all the new firefighters, very pleased they are joining
Are FF classes still put on by MCC? Cole: No, classes are put on by training council
- Christie: Echoes sentiments to new firefighters
Welcome to Ray Thornton
Would like March's minutes to reflect more of Mr. Trinkka's comments and to include Capt. Tabit's remarks.
Will be absent for May's meeting

XIII. ADJOURNMENT OF MEETING:

Meeting adjourned at 8:12 p.m.
The next regular meeting will be 05/19/2008 at Station 2 at 7:00 pm

JASON CHRISTIE
CHAIRMAN
SWARTZ CREEK AREA FIRE BOARD

KIM BORSE
ACCOUNTING/CLERICAL SPECIALIST
SWARTZ CREEK AREA FIRE DEPT.