

REGULAR MEETING

May 15, 2017

SWARTZ CREEK AREA FIRE DEPARTMENT

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, May 15, 2017. Chairman, Ken Engel, 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, Curt Porath
- Clayton Representative, Ted Henry
- Clayton Representative, Ken Engel
- Clayton Representative, Tammy Kapraun
- Clayton Representative, Bill Tucker

Board Members Absent:

- City Representative, Rick Clolinger

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
- Steve Tabit, Batt. Chief
- Brendt Cole, Captain
- Jeff Kelley, Firefighter
- David Myers, Firefighter
- Ryan Spillane, Firefighter
- Joel McRee, Swartz Creek
- Steve Shumaker, Swartz Creek
- Boots Abrams, Swartz Creek
- Richard Abrams, Swartz Creek
- Ken Tucker, Flushing

C. AGENDA: ADDITIONS/CHANGES/DELETIONS:

- **Resolution 051517-01**

Motion by John Knickerbocker

Second by Tammy Kapraun

The SCAFD Board does hereby postpone V.D to the June meeting & add VI. A. 2. and VI.B to the agenda and approve the agenda as amended.

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None

Motion declared carried

D. SPECIAL PRESENTATION: NONE

II. APPROVAL OF MINUTES

A. APRIL 17, 2017 BOARD MEETING

- **Resolution 051517-02**

Motion by Tammy Kapraun

Second by John Knickerbocker

The SCAFD Board does hereby approve the minutes of the April 17, 2017 board meeting, as presented.

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None

Motion declared carried

III. CORRESPONDENCE:

A. APRIL INCIDENT SUMMARY REPORT:

- **Resolution 051517-03**

Motion by Ted Henry

Second by Tammy Kapraun

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

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None

Motion declared carried

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

- **Resolution 051517-04**

Motion by John Knickerbocker

Second by Tammy Kapraun

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

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None Motion declared carried

B. APRIL BILLS LIST:

- **Resolution 051517-05**

Motion by Tammy Kapraun

Second by Ted Henry

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

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None Motion declared carried

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

1. *Monthly report from Batt. Chief King*
2. *Station 1 report from Captain Cole-No report*
3. *Station 2 report from Captain McKnight*

B. 2016 FEMA GRANT STATUS REPORT: None**C. WORKERS' COMPENSATION INSURANCE SPECIFICATIONS: 1 bid received from MML in the amount of \$5138**

- **Resolution 051517-06**

Motion by Tammy Kapraun

Second by John Knickerbocker

The SCAFD Board does hereby accept the bid from MML in the amount of \$5138 for workers' compensation insurance.

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None Motion declared carried

D. HEALTH CARE SAVINGS PLAN: Postponed until the June 19, 2017 board meeting.**VI. NEW BUSINESS****A. PERSONNEL NOTIFICATIONS OF RECOMMENDATIONS: A. Martin, L. McKerracher**

1. *Andrew Martin*

- **Resolution 051517-07**

Motion by John Knickerbocker

Second by Tammy Kapraun

The SCAFD Board does hereby place Andrew Martin on 1 year probation with the SCAFD.

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None Motion declared carried

2. *Lori McKerracher*

- **Resolution 051517-08**

Motion by John Knickerbocker

Second by Ted Henry

The SCAFD Board does hereby accept Lori McKerracher's resignation from the Sergeant's position.

YES: Henry, Kapraun, Knickerbocker, Porath, Tucker, Engel

NO: None Motion declared carried

B. CHIEF'S EVALUATION: T. Kapraun and J. Knickerbocker to update the evaluation and bring to June's meeting for consideration.**VIII. GENERAL INFORMATION****A. MUNICIPAL BILLINGS FOR APRIL****B. FLOWERS FUND BALANCE IS \$124.00****C. MONTHLY FIRE PREVENTION REPORT: Submitted by Lt. Fitzpatrick****D. PHONE SYSTEM UPDATE: System cost increased by \$150****IX. OPEN TO THE PUBLIC:**

B. Abrams: Rockin' for Roscoe fundraiser being held.

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:**

Henry: Status of Secretary Position? Chief to re-post position

Tucker: Commended the firefighters for their actions at the Duffield/Lennon fire.

Knickerbocker: Thanked everyone for coming

Porath: Thanked firefighters for their time & efforts

SWARTZ CREEK AREA FIRE DEPARTMENT BOARD MEETING

May 15, 2017

Kapraun: Welcome to Andrew Martin
Wished Lori the best at her return to firefighter
Engel: Welcome to Andrew Martin

Meeting adjourned at 6:57 p.m. The next regular meeting will be 06/19/17 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 05/15/2017 Swartz Creek Area Fire Board meeting:

Ken Engel
Chairman
Swartz Creek Area Fire Board

Rick Clolinger
Secretary/Treasurer
Swartz Creek Area Fire Board