

REGULAR MEETING

June 19, 2017

SWARTZ CREEK AREA FIRE DEPARTMENT

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, June 19, 2017. Chairman, Ken Engel, called the meeting to order at 6:07p.m.

I. CALL TO ORDER:

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Board Members Present:

- City Representative, Rick Clolinger
- City Representative, Curt Porath
- Clayton Representative, Ted Henry
- Clayton Representative, Ken Engel
- Clayton Representative, Bill Tucker

Board Members Absent:

- Clayton Representative, Tammy Kapraun
- City Representative, John Knickerbocker

Staff Present:

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

Staff Absent: None

Others Present:

- Lania Rocha, Swartz Creek View
- Dave Plumb, Asst. Chief
- Jack King, Batt. Chief
- Bob Plumb, Firefighter
- David Myers, Firefighter
- Ryan Spillane, Firefighter
- Joel McRee, Swartz Creek
- Steve Shumaker, Swartz Creek

C. AGENDA: ADDITIONS/CHANGES/DELETIONS: NONE

D. SPECIAL PRESENTATION: NONE

II. APPROVAL OF MINUTES

A. MAY 15, 2017 BOARD MEETING

- **Resolution 061917-01**
Motion by Curt Porath
Second by Ted Henry

The SCAFD Board does hereby approve the minutes of the May 15, 2017 board meeting, as presented.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None Motion declared carried

III. CORRESPONDENCE:

A. MAY INCIDENT SUMMARY REPORT:

- **Resolution 061917-02**
Motion by Ted Henry
Second by Bill Tucker

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

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None Motion declared carried

IV. PROFESSIONAL SERVICE REPORTS:

A. MAY FINANCIAL STATEMENT:

- **Resolution 061917-03**
Motion by Ted Henry
Second by Rick Clolinger

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

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None Motion declared carried

B. MAY BILLS LIST:

- **Resolution 061917-04**
Motion by Ted Henry
Second by Rick Clolinger

SWARTZ CREEK AREA FIRE DEPARTMENT BOARD MEETING

June 19, 2017

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

YES: Clolinger, Henry, 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*
3. *Station 2 report from Captain McKnight*

B. 2016 FEMA GRANT STATUS REPORT: None

C. HEALTH CARE SAVINGS PLAN: Postponed until the July 17, 2017 board meeting.

D. STATUS OF ACCOUNTING/CLERICAL SPECIALIST EMPLOYMENT:

- **Resolution 061917-05**

Motion by Ted Henry

Second by Rick Clolinger

The SCAFD Board does hereby approve the Chief's recommendation to hire Shelley Thompson as an Accounting/Clerical Specialist at a starting wage of \$12/hr, on a one year probationary status with the Swartz Creek Area Fire Department.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None

Motion declared carried

VI. NEW BUSINESS

A. PERSONNEL NOTIFICATIONS OF RECOMMENDATIONS:

1. *Austin McKenzie*

- **Resolution 061917-06**

Motion by Rick Clolinger

Second by Ted Henry

The SCAFD Board does hereby place Austin McKenzie on regular status with the SCAFD.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None

Motion declared carried

2. **NEW HIRE LIST:**

- a. *Jesse Pellarin-Station 1*
- b. *James Diekman-Station 2*
- c. *Joshua Hect-Station 1*

- **Resolution 061917-07**

Motion by Ted Henry

Second by Curt Porath

The SCAFD Board does hereby place Jesse Pellarin, James Diekman, and Joshua Hect on one-year probation with the SCAFD.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None

Motion declared carried

3. *Greg Baker:*

- **Resolution 061917-08**

Motion by Rick Clolinger

Second by Bill Tucker

The SCAFD Board does hereby accept the resignation of Greg Baker, effective June 08, 2017, with regrets.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None

Motion declared carried

B. ANNUAL PUMP MAINTENANCE AND TESTING:

- **Resolution 061917-09**

Motion by Curt Porath

Second by Ted Henry

The SCAFD Board does hereby approve the bid from Circle K Service in the amount of \$1711.79 for fleet pump maintenance and testing.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None

Motion declared carried

C. HUNDRED CLUB GRANT APPROVAL:

- **Resolution 061917-10**

Motion by Rick Clolinger

Second by Bill Tucker

The SCAFD Board does hereby approve the purchase of 54 Nomex hoods from First Due in the amount of \$1443.26, to be reimbursed by the Hundred Club of Flint.

YES: Clolinger, Henry, Porath, Tucker, Engel

NO: None

Motion declared carried

D. OHD FIT TEST EQUIPMENT ANNUAL CALIBRATION:

• **Resolution 061917-11**

Motion by Curt Porath
Second by Ted Henry

The SCAFD Board does hereby approve the OHD fit testing equipment annual calibration in the amount of \$790.00 plus shipping.

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

E. POSI-CHEK TESTING EQUIPMENT ANNUAL CALIBRATION:

• **Resolution 061917-12**

Motion by Ted Henry
Second by Bill Tucker

The SCAFD Board does hereby approve the Posi-Chek testing equipment annual calibration in the amount of \$680.00 plus shipping.

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

F. DISPOSAL OF USED FIRE HOSE: To be placed on Bid Corp.

VIII. GENERAL INFORMATION

A. MUNICIPAL BILLINGS FOR MAY

B. FLOWERS FUND BALANCE IS \$124.00

C. MONTHLY FIRE PREVENTION REPORT: Submitted by Lt. Fitzpatrick

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: Congratulations to Austin McKenzie
Good luck to Jesse, James, and Joshua
Sorry to see Greg Baker leave.
- Tucker: Congratulations to Austin McKenzie
Good luck to Jesse, James, and Joshua
- Henry: Congratulations to Austin McKenzie
Good luck to Jesse, James, and Joshua
FF did excellent job at the Veterans Memorial and with the 1st grade class.
Inquired about what grounds an at-will employee can sue an employer when let go.
- Porath: Good to see the Fire Dept out in the community
- Engel: Congratulations to all.
Be safe.

Meeting adjourned at 6:56 p.m. The next regular meeting will be 07/17/17 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 06/19/2017 Swartz Creek Area Fire Board meeting:

Ken Engel
Chairman
Swartz Creek Area Fire Board

Rick Clolinger
Secretary/Treasurer
Swartz Creek Area Fire Board