

REGULAR MEETING
February 21, 2022
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held, February 21, 2022. Chairman, Tammy Kapraun, called the meeting to order at 6:00 p.m.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Board Members Absent:

Clayton Representative, Rob Olsen

Staff Present:

Fire Chief, Dave Plumb
Acct./Clerical, Kim Borse

Staff Absent:

Attorney, Bill Cavanaugh

Others Present:

AC Steve Tabit
Lt Scott Martin
FF Jeff Kelley
Ken Berthume, via Zoom

4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

• **Resolution 022122-01**

Motion by Raelynn Hicks
Second by John Knickerbocker

The SCAFB does hereby approve the February 21, 2022 agenda, as amended
Motion Carried

5. APPROVAL OF MINUTES

• **Resolution 022122-02**

Motion by John Knickerbocker
Second by John Gilbert

The SCAFB does hereby approve the January 17, 2022 minutes, as presented
Motion Carried

CORRESPONDENCE:

6. FIRE INCIDENT SUMMARY REPORT

• **Resolution 022122-03**

Motion by John Gilbert
Second by John Knickerbocker

The SCAFB does hereby approve the January 2022 Fire Incident Summary, as presented
Motion Carried

7. EMS INCIDENT SUMMARY REPORT

• **Resolution 022122-04**

Motion by John Knickerbocker
Second by John Gilbert

The SCAFB does hereby approve the January 2022 EMS Incident Summary, as presented
Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

9. FINANCIAL REPORT

• **Resolution 022122-06**

Motion by John Knickerbocker

Second by Raelynn Hicks

The SCAFB does hereby approve the January 2022 Financial Report, as presented

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

10. BILLS LIST

• **Resolution 022122-07**

Motion by John Knickerbocker

Second by John Gilbert

The SCAFB does hereby approve the January 2022 Bills List, as presented

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

11. PAYROLL

• **Resolution 022122-08**

Motion by John Knickerbocker

Second by John Gilbert

The SCAFB does hereby approve the January 2022 Payroll, as presented

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

COMMITTEE REPORTS:

12. By-Laws-Lipe

13. Health & Safety-Hicks

14. Personnel-Kapraun

OLD BUSINESS:

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

16. 1992 International Tanker

17. Officer Promotion Process

18. Administrative Assistant Position

19. Grass Truck Purchase

• **Resolution 022122-09**

Motion by Brian Lipe

Second by Raelynn Hicks

The SCAFB does hereby approve the bid from Arrowhead Upfitters, Inc of \$10,740.00 for installation of light kits

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

• **Resolution 022122-10**

Motion by John Knickerbocker

Second by Brian Lipe

The SCAFB does hereby approve the bid from LMB Designs of \$2815.00 for decal application

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

NEW BUSINESS:

20. Nozzle Purchase

- **Resolution 022122-11**

Motion by John Knickerbocker

Second by Raelynn Hicks

The SCAFB does hereby approve the purchase of Nozzles from MES in the amount of \$5,213.00

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

21. 2021 Audit

- **Resolution 022122-05**

Motion by Tom Spillane

Second by John Gilbert

The SCAFB does hereby accept the 2021 Audit prepared by Berthiaume & Company.

Yes: Gilbert, Hicks, Knickerbocker, Lipe, Spillane, Kapraun

Motion Carried

22. FF Wages

The Clayton Township Board has proposed a \$3.00/hr increase in firefighter wages. City of Swartz Creek to be contacted

GENERAL INFORMATION:

23. MUNICIPAL BILLINGS-JANUARY

24. FLOWER FUND BALANCE: \$142.00

25. DEPARTMENT INVENTORY

26. OPEN TO PUBLIC

27. COMMENTS OF FIRE DEPT PERSONNEL

28. CHAIN OF COMMAND APPEALS

29. COMMENTS FROM FIREBOARD MEMBERS

30. MEETING ADJOURNMENT

Meeting adjourned at 7:01 p.m. The next regular meeting will be 03/21/2022 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 02/21/2022 Swartz Creek Area Fire Board meeting:

Tammy Kapraun

Chairman

Swartz Creek Area Fire Board

Rae Lynn Hicks

Secretary/Treasurer

Swartz Creek Area Fire Board