

**REGULAR MEETING**  
**April 18, 2022**  
**SWARTZ CREEK AREA FIRE BOARD**

The regular meeting of the Swartz Creek Area Fire Board was held, April 18, 2022. Vice Chairman, John Knickerbocker, 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, Dave Spillane  
Clayton Representative, Tom Spillane

**Board Members Absent:**

Clayton Representative, Brian Lipe  
Clayton Representative, Tammy Kapraun

**Staff Present:**

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

**Staff Absent:**

**Others Present:**

See sign in sheet

- 4. Election of Officers**

- a. Chairman**

- **Resolution 041822-01**
  - i. Tammy Kapraun**  
Motion by Tom Spillane
  - ii. John Knickerbocker**  
Motion by Rae Lynn Hicks  
Second by John Gilbert

The SCAFB does hereby elect John Knickerbocker as Board Chairman  
Motion Carried

- b. Vice Chairman**

- **Resolution 041822-02**
  - i. Tammy Kapraun**  
Motion by Tom Spillane  
Second by Dave Spillane

The SCAFB does hereby elect Tammy Kapraun as Board Vice Chairman  
Motion Carried

- c. Secretary/Treasurer**

- **Resolution 041822-03**
  - i. Rae Lynn Hicks**  
Motion by John Gilbert  
Second by Tom Spillane

The SCAFB does hereby elect Rae Lynn Hicks as Board Secretary/Treasurer  
Motion Carried

**5. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL**

• **Resolution 041822-04**

**New Business: Clayton Township Millage and Fire Contract**

Motion by Tom Spillane

Second by John Gilbert

The SCAFB does hereby approve the April 18, 2022 agenda, as amended

Motion Carried

**6. APPROVAL OF MINUTES**

• **Resolution 041822-05**

Motion by Tom Spillane

Second by John Gilbert

The SCAFB does hereby approve the March 21, 2022, minutes, as presented

Motion Carried

**CORRESPONDENCE:**

**7. FIRE INCIDENT SUMMARY REPORT**

• **Resolution 041822-06**

Motion by Tom Spillane

Second by John Gilbert

The SCAFB does hereby approve the March 2022 Fire Incident Summary, as presented

Motion Carried

**8. EMS INCIDENT SUMMARY REPORT**

• **Resolution 041822-07**

Motion by Rae Lynn Hicks

Second by Tom Spillane

The SCAFB does hereby approve the March 2022 EMS Incident Summary, as presented

Motion Carried

**PROFESSIONAL SERVICE REPORTS:**

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

**10. FINANCIAL REPORT**

• **Resolution 041822-08**

Motion by Rae Lynn Hicks

Second by Tom Spillane

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

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

Motion Carried

• **Resolution 041822-11**

Motion by Tom Spillane

Second by Rae Lynn Hicks

The SCAFB does hereby amend the previous motion's verbiage to read "accept" instead of "approve" the March 2022 Financial Report, as presented

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

Motion Carried

**11. BILLS LIST**

• **Resolution 041822-09**

Motion by John Gilbert

Second by Raelynn Hicks

The SCAFB does hereby accept the March 2022 Bills List, as presented

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

Motion Carried

**12. PAYROLL**

• **Resolution 041822-10**

Motion by Dave Spillane

Second by John Gilbert

The SCAFB does hereby accept the March 2022 Payroll, as presented

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

Motion Carried

**COMMITTEE REPORTS:**

13. By-Laws-Lipe

14. Health & Safety-Hicks

15. Personnel-Kapraun

**OLD BUSINESS:**

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

a. 1979 Chevy sold

b. 1979 Dodge sold

17. Grass Truck Purchase update

**NEW BUSINESS:**

18. Fire Fighter Salaries

19. Clayton Township Millage

20. Fire Contract

a. Expires October 31, 2022

**GENERAL INFORMATION:**

21. MUNICIPAL BILLINGS-March

22. FLOWER FUND BALANCE: \$142.00

23. OPEN TO PUBLIC

24. COMMENTS OF FIRE DEPT PERSONNEL

25. CHAIN OF COMMAND APPEALS

26. COMMENTS FROM FIREBOARD MEMBERS

27. MEETING ADJOURNMENT

Meeting adjourned at 6:39 p.m. The next regular meeting will be 05/16/2022 at Station 1 at 6:00 pm

Madison

Accounting/Clerical Specialist,

Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 04/18/2022 Swartz Creek Area Fire Board meeting:

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John Knickerbocker

Chairman

Swartz Creek Area Fire Board

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Rae Lynn Hicks

Secretary/Treasurer

Swartz Creek Area Fire Board