

REGULAR MEETING
June 15, 2020
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held, June 15, 2020, at Station 1. Chairman, John Knickerbocker, called the meeting to order at 6:01 p.m.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Clayton Representative, Brian Lipe
City Representative, John Knickerbocker
City Representative, Rae Lynn Hicks
City Representative, John Gilbert
City Representative, Dave Spillane
Clayton Representative, Tom Spillane (*virtually*)
Clayton Representative, Tammy Kapraun

Board Members Absent: None

Staff Present:

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

Staff Absent: None

4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

Add "Approval of the Agenda"

• **Resolution 061520-01**

Motion by Tammy Kapraun
Second by John Gilbert

The SCAFB does hereby add approve the June 2020 agenda, as amended
Motion Carried

5. APPROVAL OF MINUTES

• **Resolution 061520-02**

Motion by Rae Lynn Hicks
Second by Tammy Kapraun

The SCAFB does hereby approve the May 2020 minutes, as corrected
Motion Carried

CORRESPONDENCE:

6. INCIDENT SUMMARY REPORT

• **Resolution 061520-03**

Motion by Tammy Kapraun
Second by Brian Lipe

The SCAFB does hereby approve the May 2020 Incident Summary, as presented
Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

8. FINANCIAL REPORT

• **Resolution 061520-04**

Motion by Tammy Kapraun
Second by John Gilbert

The SCAFB does hereby approve the May 2020 Financial Report, as presented
Yes: Gilbert, Hicks, Kapraun, Lipe, D. Spillane, T. Spillane, Knickerbocker
Motion Carried

9. BILLS LIST

• **Resolution 061520-05**

Motion by Brian Lipe

Second by Tom Spillane

The SCAFB does hereby approve the May 2020 Bills List, as presented

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

Motion Carried

10. PAYROLL

• **Resolution 061520-06**

Motion by Dave Spillane

Second by John Gilbert

The SCAFB does hereby approve the May 2020 Payroll, as presented

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

Motion Carried

COMMITTEE REPORTS:

Health & Safety-

Personnel-Kapraun

By-Laws-Hicks, Kapraun, Lipe

OLD BUSINESS:

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

12. 2020-2021 WORKMAN'S COMP PROPOSALS

• **Resolution 061520-07**

Motion by Tammy Kapraun

Second by John Gilbert

The SCAFB does hereby approve the bid from MML, in the amount of \$1499 (\$5121-\$3622 dividend credit), as presented

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

Motion Carried

13. ALTERNATIVE INSURANCE FOR FIREFIGHTERS

14. AFLAC

15. CONSUMERS FUND PURCHASE

• **Resolution 061520-08**

Motion by Tammy Kapraun

Second by John Gilbert

The SCAFB does hereby approve the purchase of a skid unit for the Mule, in the amount not to exceed \$1500.

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

Motion Carried

NEW BUSINESS:

16. COMMITTEE CHAIR DISCUSSION

a. **Health & Safety: Rae Lynn Hicks**

b. **Personnel Committee: Tammy Kapraun**

c. **By Laws: Brian Lipe**

17. MEETING LOCATIONS

• **Resolution 061520-09**

Motion by Tammy Kapraun

Second by Rae Lynn Hicks

The SCAFB does hereby approve the meeting location change to Station 2 for meetings held July-

December

Motion Carried

June 15, 2020

18. EMPLOYEES TO PLACE ON PROBATION

19. UNEMPLOYMENT EXPLANATION

• **Resolution 061520-09**

Motion by Tammy Kapraun

Second by John Gilbert

The SCAFB does hereby direct staff to add an account for Unforeseen Fees to the Chart of Accounts

Motion Carried

GENERAL INFORMATION:

20. MUNICIPAL BILLINGS

21. FLOWER FUND BALANCE: \$173.00

22. OPEN TO PUBLIC

23. COMMENTS OF FIRE DEPT PERSONNEL

24. CHAIN OF COMMAND APPEALS

25. COMMENTS FROM FIREBOARD MEMBERS

26. MEETING ADJOURNMENT

Meeting adjourned at 7:20 p.m. The next regular meeting will be 07/20/2020 at Station 2 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 06/15/2020 Swartz Creek Area Fire Board meeting:

John Knickerbocker
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board