

**REGULAR MEETING**  
**June 20, 2022**  
**SWARTZ CREEK AREA FIRE BOARD**

The regular meeting of the Swartz Creek Area Fire Board was held, June 20, 2022. Vice 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 Gilbert  
Clayton Representative, Brian Lipe  
Clayton Representative, Tom Spillane  
Clayton Representative, Tammy Kapraun

**Board Members Absent:**

City Representative, John Knickerbocker  
City Representative, Dave Spillane

**Staff Present:**

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

**Staff Absent:**

**Others Present:**

See sign in sheet

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

- **Resolution 062022-01**

Motion by John Gilbert  
Second by Raelynn Hicks

The SCAFB does hereby approve the June 20, 2022 agenda, as amended  
Motion Carried

5. **APPROVAL OF MINUTES**

- **Resolution 062022-02**

Motion by John Gilbert  
Second by Raelynn Hicks

The SCAFB does hereby approve the May 16, 2022, minutes, as amended  
Motion Carried

**CORRESPONDENCE:**

6. **FIRE INCIDENT SUMMARY REPORT**

- **Resolution 062022-03**

Motion by Brian Lipe  
Second by John Gilbert

The SCAFB does hereby accept the May 2022 Fire Incident Summary, as presented  
Motion Carried

7. **EMS INCIDENT SUMMARY REPORT**

- **Resolution 062022-04**

Motion by Brian Lipe  
Second by Tom Spillane

The SCAFB does hereby accept the May 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 062022-05**

Motion by Raelynn Hicks

Second by John Gilbert

The SCAFB does hereby accept the May 2022 Financial Report, as presented

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

Motion Carried

10. **BILLS LIST**

• **Resolution 062022-06**

Motion by Raelynn Hicks

Second by Brian Lipe

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

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

Motion Carried

11. **PAYROLL**

• **Resolution 062022-07**

Motion by John Gilbert

Second by Tom Spillane

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

Yes: Gilbert, Hicks, Lipe, T. 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. **SCBA Evaluation**

**NEW BUSINESS:**

17. **Members to come off probation**

• **Resolution 062022-08**

Motion by Tom Spillane

Second by John Gilbert

The SCAFB does hereby approve Donovan Ross to come off probation, with Fire Chief D. Plumb's recommendation.

a. **Swearing in Donovan Ross**

18. **Members to be placed on probation**

• **Resolution 062022-09**

Motion by Tom Spillane

Second by Raelynn Hicks

The SCAFB does hereby approve Collin Diekman and Andrew Bushong to be placed on probation, with Fire Chief D. Plumb's recommendation.

19. **Items to be removed from inventory**

• **Resolution 062022-10**

Motion by Tom Spillane

Second by Raelynn Hicks

The SCAFB does hereby approve of the items to be removed from inventory.

**GENERAL INFORMATION:**

- 20. MUNICIPAL BILLINGS-April**
- 21. FLOWER FUND BALANCE: \$142.00**
- 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 6:21 p.m. The next regular meeting will be 07/18/2022 at Station 2 at 6:00 pm

Madison Warning  
Accounting/Clerical Specialist,  
Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 06/20/2022 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