

REGULAR MEETING
July 20, 2020
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held, July 20, 2020, at Station 2. 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, Dave Spillane
Clayton Representative, Tom Spillane (*virtually*)
Clayton Representative, Tammy Kapraun

Board Members Absent:

City Representative, John Gilbert

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 072020-01**

Motion by Tammy Kapraun

Second by Brian Lipe

The SCAFB does hereby add approve the July 2020 agenda, as amended

Motion Carried

5. APPROVAL OF MINUTES

• **Resolution 072020-02**

Motion by Rae Lynn Hicks

Second by Tammy Kapraun

The SCAFB does hereby approve the June 2020 minutes, as presented

Motion Carried

CORRESPONDENCE:

6. REPUBLIC UNDERWRITERS-Q&A

7. AFLAC-Q&A

8. INCIDENT SUMMARY REPORT

• **Resolution 072020-03**

Motion by Tammy Kapraun

Second by Brian Lipe

The SCAFB does hereby approve the June 2020 Incident Summary, as presented

Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

10. FINANCIAL REPORT

• **Resolution 072020-04**

Motion by Tammy Kapraun

Second by Rae Lynn Hicks

The SCAFB does hereby approve the June 2020 Financial Report, as presented

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

Motion Carried

11. BILLS LIST

• **Resolution 072020-05**

Motion by Brian Lipe

Second by Tammy Kapraun

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

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

Motion Carried

12. PAYROLL

• **Resolution 072020-06**

Motion by Dave Spillane

Second by Brian Lipe

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

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

Motion Carried

COMMITTEE REPORTS:

Health & Safety-

Personnel-Kapraun

13. By-Laws-Lipe

- a. Signature forms for payroll & online payments

OLD BUSINESS:

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

15. ALTERNATIVE INSURANCE FOR FIREFIGHTERS

16. AFLAC

• **Resolution 072020-07**

Motion by Tammy Kapraun

Second by Tom Spillane

The SCAFB does hereby direct the Chief to poll the firefighters interest in AFLAC

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

Motion Carried

17. 2020 MEETING CALENDAR

NEW BUSINESS:

18. EMPLOYEES TO PLACE ON PROBATION

a. **Paul Dominick-Station 1**

b. **Chad Parentaeu-Station 1**

c. **Nicholas Peel-Station 2**

d. **Mellissa Woolridge-Station 1**

e. **Chance Thomas-Station 2**

• **Resolution 072020-08**

Motion by Tammy Kapraun

Second by Tom Spillane

The SCAFB does hereby place those listed above, on 1-year probation, pending completion of stipulations presented by the Chief.

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

Motion Carried

GENERAL INFORMATION:

19. MUNICIPAL BILLINGS

20. FLOWER FUND BALANCE: \$173.00

21. OPEN TO PUBLIC

22. COMMENTS OF FIRE DEPT PERSONNEL

- 23. CHAIN OF COMMAND APPEALS
- 24. COMMENTS FROM FIREBOARD MEMBERS
- 25. MEETING ADJOURNMENT

Meeting adjourned at 7:10 p.m. The next regular meeting will be 08/17/2020 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 07/20/2020 Swartz Creek Area Fire Board meeting:

John Knickerbocker
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board