

REGULAR MEETING
August 16, 2024
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held August 16, 2024. Chairman, Tammy Kapraun, called the meeting to order at 6:00 p.m. The meeting was held at Swartz Creek Area Fire Department, Station 2 – 1494 S Seymour Rd, Flint Mi 48532.

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**

Clayton Township Elected Representative, Tammy Kapraun
City of Swartz Creek Elected Representative, Rae Lynn Hicks
City of Swartz Creek Elected Representative, John Gilbert
Clayton Township Citizen Representative, Brian Lipe
City of Swartz Creek Citizen Swing Representative, Rod Gardner

Board Members Absent:

City of Swartz Creek Citizen Representative, Ken Brill
Clayton Township Elected Representative, Tom Spillane

Staff Present:

Fire Chief, Dave Plumb

Others Present:

Nate Henry

- **ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL**
 - **Resolution 081924-01**
Motion by John Gilbert
Second by Brian Lipe
The SCAFB does hereby accept the agenda as presented.
Motion Carried Unanimously
- **APPROVAL OF MINUTES**
 - **Resolution 081924-02**
Motion by Brian Lipe
Second by Rae Lynn Hicks
The SCAFB does hereby approve the July 15, 2024, minutes.
Motion Carried Unanimously

CORRESPONDENCE:

- **FIRE INCIDENT SUMMARY REPORT**
 - **Resolution 081924-03**
Motion by John Gilbert
Second by Brian Lipe
The SCAFB does hereby accepts the July Fire Incident Summary, as presented.
Motion Carried Unanimously

- **EMS INCIDENT SUMMARY REPORT**

- **Resolution 081924-04**

Motion by John Gilbert

Second by Rae Lynn Hick

The SCAFB does hereby accepts the July EMS Incident Summary, as presented.

Motion Carried Unanimously

PROFESSIONAL SERVICE REPORTS:

- **FIRE CHIEF REPORT**

Nothing additional to report.

- **FINANCIAL REPORT**

- **Resolution 081924-05**

Motion by Brian Lipe

Second by John Gilbert

The SCAFB does hereby accept the July 2024 Financial Report, as presented.

Yes: Gilbert, Gardner, Lipe, Hicks, Kapraun

Motion Carried

- **BILLS LIST**

- **Resolution 081924-06**

Motion by Rae Lynn Hicks

Second by Brian Lipe

The SCAFB does hereby accept the July 2024 Bills List, as presented.

Yes: Kapraun, Gilbert, Gardner, Lipe, Hicks, Kapraun

Motion Carried

- **PAYROLL**

- **Resolution 081924-07**

Motion by Brian Lipe

Second by John Gilbert

The SCAFB does hereby accept the July 2024 Payroll, as presented.

Yes: Hicks, Kapraun, Gilbert, Gardner, Lipe

Motion Carried

COMMITTEE REPORTS:

- **BY-LAWS** – Chairperson Lipe, Kapraun, Brill – Nothing to report.

- **HEALTH & SAFETY** – Chairperson Hicks, Kapraun, Plumb, Tabit, Cole, J. Diekman, Herr
Nothing to report

- **PERSONNEL** – Chairperson Gardner, Kapraun, Hicks – No report

OLD BUSINESS:

- **APPARATUS STATUS** – As presented

ATTORNEY POSITION – Chief Plumb reported that he is still having difficulty finding an attorney. There were two that expressed interest but then stopped responding. Board members made a few recommendations that Chief Plumb will look into. Bill Cavanaugh did contact the Chief and was going to reach out to his original recommendation and see if he is still interested. Attorney Cavanaugh started as the department’s counsel in 1986.

NEW BUSINESS

- **SALE OF ENGINE 21 – Chief Plumb**

Resolution 081924-08

Motion by: Brian Lipe
Second by Rae Lynn Hicks

The SCAFB does hereby approve that Chief Plumb to list Engine 21 for a starting bid of \$30,000
Yes: Hicks, Kapraun, Gilbert, Gardner, Lipe
Motioned Carried

- **2025 Budget Presentation**

- **Resolution 081924-09**

Motion by Rae Lynn Hicks
Second by John Gilbert

The SCAFB does hereby direct the Chief to forward the 2025 Budget Proposal to the Municipalities for consideration

Yes: Hicks, Kapraun, Gilbert, Gardner, Lipe
Motion Carried

- **Member to be placed on probation**

- **Resolution 081924-10**

Motion by Brian Lipe
Second by John Gilbert

Chief Plumb recommends Jackson Bondie be placed on a one-year probation based on successful completion of physical and drub screen.

Yes: Hicks, Kapraun, Gilbert, Gardner, Lipe
Motion Carried

GENERAL INFORMATION:

- **MUNICIPAL BILLINGS – July**
- **FLOWER FUND BALANCE: \$(105.42)**
- **OPEN TO PUBLIC -**
- **COMMENTS OF FIRE DEPT PERSONNEL - None**
- **CHAIN OF COMMAND APPEALS - None**
- **COMMENTS FROM FIREBOARD MEMBERS – *Member consensus was to prepare a plaque for Cavanaugh for 38 years of service to the Fireboard/Department.***
- **MEETING ADJOURNMENT**

Meeting adjourned at 6:49 pm. The next regular meeting will be 09/16/2024 at Station 2 at 6:00 pm.

Dave Plumb
Fire Chief
Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 08/19/2024 Swartz Creek Area Fire Board meeting:

Tammy Kapraun
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board