

SWARTZ CREEK AREA FIREBOARD  
REGULAR BOARD MEETING  
September 16, 2019  
6:00 P.M.

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, September 16, 2019. Chairman, John Knickerbocker, called the meeting to order at 6:00 p.m.

**Board Members Present:**

Clayton Representative, Ken Engel  
Clayton Representative, Chris Gehringer  
City Representative, John Gilbert  
City Representative, Rae Lynn Hicks  
City Representative, John Knickerbocker  
City Representative, Tom Spillane

**Board Members Absent**

Clayton Representative, Tammy Kapraun

**Staff Present:**

Attorney, Bill Cavanaugh  
Fire Chief, Dave Plumb  
Acct./Clerical, Shelley Thompson

AGENDA: MOTION by GEHRINGER and seconded by GILBERT to approve agenda with the addition of Number 12: E11 REPAIR and 13: SWEARING IN OF LT. WARNING; ROLL CALL: YES: GILBERT, HICKS, ENGEL, GEHRINGER, SPILLANE, KNICKERBOCKER

MINUTES: MOTION by GEHRINGER and seconded by HICKS to approve the August 19, 2019 Regular Meeting minutes. ROLL CALL: YES: HICKS, GEHRINGER, ENGEL, GILBERT, SPILLANE, KNICKERBOCKER

AUGUST INCIDENT SUMMARY REPORT: MOTION by HICKS and seconded by ENGEL to approve the August 2019 Incident Summary Report as Presented. ROLL CALL: YES: SPILLANE, ENGEL, HICKS, GEHRINGER, GILBERT, KNICKERBOCKER

FIRE CHIEF REPORT – As Presented

FINANCIAL REPORT: MOTION by ENGEL and seconded by GILBERT to approve the August Financial Report as Presented – ROLL CALL: YES: HICKS, SPILLANE, GILBERT, ENGEL, GEHRINGER, KNICKERBOCKER

BILLS LIST: MOTION by ENGEL and seconded by GEHRINGER to approve August 2019 Bills List as Presented. ROLL CALL: YES: GEHRINGER, GILBERT, SPILLANE, ENGEL, HICKS, KNICKERBOCKER

PAYROLL: MOTION by ENGEL and seconded by GEHRINGER to approve August 2019 Payroll as Presented. ROLL CALL: YES: ENGEL, GEHRINGER, HICKS, GILBERT, SPILLANE, KNICKERBOCKER

COMMITTEE CHAIRS – Health & Safety – ENGEL  
Personnel – KAPRAUN  
By-Laws – HICKS

APPARATUS STATUS – As Presented

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SWEARING IN OF LIEUTENENT WARNING

ACCOUNTING SPECIALIST POSITION: MOTION by GEHRINGER and seconded by HICKS to offer Kim Borse the accounting specialist position. ROLL CALL: YES: SPILLANE, ENGEL, GEHRINGER; HICKS, GILBERT, KNICKERBOCKER; MOTION CARRIED

NEW FIRE TANKER - Update

FINANCIAL AUDIT QUOTE: MOTION by ENGEL and seconded by GEHRINGER to approve Berthiaume & Co to perform financial audit for 2019, 2020, 2021. ROLL CALL: YES: HICKS, GILBERT, ENGLE, SPILLANE, GEHRINGER, KNICKERBOCKER

PERSONAL PROTECTIVE GEAR BIDS: MOTION by ENGEL and seconded by SPILLANE, to instruct Fire Chief to review the bids and report to board if they meet the specifications for seven (7) sets of gear – ROLL CALL: YES: HICKS, SPILLANE, GILBERT, ENGEL, GEHRINGER, KNICKERBOCKER

PERSONAL PROTECTIVE GEAR DISPOSAL: MOTION by ENGEL and seconded by GILBERT to instruct SCAFD to dispose of or find a department to donate to the unusable fire equipment with a signed Release of Liability. ROLL CALL: YES: SPILLANE, ENGEL, GEHRINGER; HICKS, GILBERT, KNICKERBOCKER; MOTION CARRIED

2020 BUDGET: As Presented

2019-2021 FIRE AGREEMENT: As Presented

MUNICIPAL BILLINGS FOR AUGUST – as presented  
FLOWER FUND BALANCE IS \$209.00

PUBLIC COMMENT

COMMENTS OF FIRE DEPARTMENT PERSONNEL

CHAIN OF COMMAND APPEALS TO THE FIREBOARD

COMMENTS FROM FIREBOARD MEMBERS

Meeting adjourned at 6:45 p.m. The next regular meeting will be 10/21/19 at Station 1 at 6:00 pm

Shelley Thompson  
Accounting/Clerical Specialist, Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 08/19/2019 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