

**REGULAR MEETING**  
**September 16, 2024**  
**SWARTZ CREEK AREA FIRE BOARD**

The regular meeting of the Swartz Creek Area Fire Board was held September 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  
City of Swartz Creek Citizen Representative, Ken Brill  
Clayton Township Elected Representative, Tom Spillane

**Board Members Absent:**

**Staff Present:**

Fire Chief, Dave Plumb

**Others Present:**

Nate Henry

- **ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL**
  - **Resolution 091624-01**  
Motion by John Gilbert  
Second by Tom Spillane  
The SCAFB does hereby accept the agenda as amended.  
Motion Carried Unanimously
- **APPROVAL OF MINUTES**
  - **Resolution 091624-02**  
Motion by Ken Brill  
Second by Brian Lipe  
The SCAFB does hereby approve the August 16, 2024, minutes.  
Motion Carried Unanimously

**CORRESPONDENCE:**

- **FIRE INCIDENT SUMMARY REPORT**
  - **Resolution 091624-03**  
Motion by Ken Brill  
Second by Tom Spillane  
The SCAFB does hereby accepts the August Fire Incident Summary, as presented.  
Motion Carried Unanimously

- **EMS INCIDENT SUMMARY REPORT**

- **Resolution 091624-04**

- Motion by John Gilbert

- Second by Rae Lynn Hick

- Discussion took place on repeat non-medical list assists. The SCAFB requests the Fire Chief return in October with a list of repeat callers/locations

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

- Motion Carried Unanimously

**PROFESSIONAL SERVICE REPORTS:**

- **FIRE CHIEF REPORT**

- Nothing additional to report.

- **FINANCIAL REPORT**

- **Resolution 091624-05**

- Motion by Ken Brill

- Second by John Gilbert

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

- Yes: Gilbert, Gardner, Lipe, Hicks, Kapraun, Brill, Spillane

- Motion Carried

- **BILLS LIST**

- **Resolution 091624-06**

- Motion by Brian Lipe

- Second by Rae Lynn Hicks

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

- Yes: Kapraun, Gilbert, Gardner, Lipe, Hicks, Spillane, Brill

- Motion Carried

- **PAYROLL**

- **Resolution 091624-07**

- Motion by Rae Lynn Hicks

- Second by Ken Brill

- The SCAFB does hereby accepts the August 2024 Payroll, as presented.

- Yes: Hicks, Kapraun, Gilbert, Gardner, Lipe, Brill, Spillane

- 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. Will continue the search

**NEW BUSINESS**

- **FDIC 2025 Registration** – Chief Plumb advised the board that registration for the budgeted FDIC opens in October. To get individuals into good classes, we would need to register this year for 2025 classes. There are still funds available from 2024.

**Resolution 091624-08**

Motion by: Ken Brill

Second by John Gilbert

The SCAFB does hereby approve Chief Plumb to register up to 5members for the 2025 FDIC training

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

Motioned Carried

- **Flint City Devils Night – Chief Plumb**

- **Resolution 091624-09**

Motion by Ken Brill

Second by Rod Gardner

The SCAFB does hereby approves the Chief to send 5 firefighters to the City of Flint on October 30, 2024

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

Motion Carried

**GENERAL INFORMATION:**

- **MUNICIPAL BILLINGS – September**
- **FLOWER FUND BALANCE: \$(105.42)**
- **OPEN TO PUBLIC -**
- **COMMENTS OF FIRE DEPT PERSONNEL - None**
- **CHAIN OF COMMAND APPEALS - None**
- **COMMENTS FROM FIREBOARD MEMBERS –**  
*Member Gilbert thanked for the fire department for investigating a gas odor at the American Legion  
Chair Kapraun – Enjoy Fall*
- **MEETING ADJOURNMENT**

Meeting adjourned at 6:27 pm. The next regular meeting will be 10/21/2024 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:

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Tammy Kapraun  
Chairman  
Swartz Creek Area Fire Board

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Rae Lynn Hicks  
Secretary/Treasurer  
Swartz Creek Area Fire Board