

REGULAR MEETING
October 19, 2020
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held, October 19, 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 *virtually*
City Representative, Dave Spillane
City Representative, John Gilbert *virtually*
Clayton Representative, Tom Spillane
Clayton Representative, Tammy Kapraun

Board Members Absent:

Staff Present:

Attorney, Bill Cavanaugh
Fire Chief, Dave Plumb
Acct./Clerical, Kim Borse

Staff Absent: None

4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

• **Resolution 101920-01**

Motion by Tammy Kapraun
Second by Brian Lipe

The SCAFB does hereby approve the October 19, 2020 agenda, as presented
Motion Carried

5. APPROVAL OF MINUTES

• **Resolution 101920-02**

Motion by Tammy Kapraun
Second by Tom Spillane

The SCAFB does hereby approve the September 21, 2020 minutes, as presented
Motion Carried

CORRESPONDENCE:

6. INCIDENT SUMMARY REPORT

• **Resolution 101920-03**

Motion by Dave Spillane
Second by Tammy Kapraun

The SCAFB does hereby approve the September 2020 Incident Summary, as presented
Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

8. FINANCIAL REPORT

• **Resolution 101920-04**

Motion by Tammy Kapraun
Second by Tom Spillane

The SCAFB does hereby approve the September 2020 Financial Report, as presented
Yes: Gilbert, Hicks, Kapraun, Lipe, D. Spillane, T. Spillane, Knickerbocker
Motion Carried

9. BILLS LIST

- **Resolution 101920-05**

Motion by Tom Spillane

Second by Rae Lynn Hicks

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

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

Motion Carried

10. PAYROLL

- **Resolution 101920-06**

Motion by Tammy Kapraun

Second by Brian Lipe

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

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

Motion Carried

COMMITTEE REPORTS:

Health & Safety-

Personnel-Kapraun

11. By-Laws-Lipe

OLD BUSINESS:

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

13. TURN OUT GEAR BID APPROVAL: Douglass Safety won the bid with \$2395/set

14. PAYROLL TAXES:

- **Resolution 101920-07**

Motion by Tammy Kapraun

Second by Tom Spillane

The SCAFB does hereby direct staff to pay the fines/fees associated with 12/2018 payroll taxes

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

Motion Carried

NEW BUSINESS:

15. 2021 FIRE DEPARTMENT BUDGET

- **Resolution 101920-08**

Motion by Tammy Kapraun

Second by Dave Spillane

The SCAFB does hereby approve a \$0.50/hour raise in the Firefighter base wage

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

Motion Carried

16. RESIGNATIONS

- **Resolution 101920-09**

Motion by Tom Spillane

Second by Brian Lipe

The SCAFB does hereby accept the resignations of Steve Grigsby and Tim McKnight, with regret.

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

Motion Carried

17. OFFICER POSTING

- **Resolution 101920-10**

Motion by Tammy Kapraun

Second by Tom Spillane

The SCAFB does hereby approve filling positions based on the criteria presented by Chief Plumb.

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

Motion Carried

GENERAL INFORMATION:

- 18. MUNICIPAL BILLINGS**
- 19. FLOWER FUND BALANCE: \$173.00**
- 20. OPEN TO PUBLIC**
- 21. COMMENTS OF FIRE DEPT PERSONNEL**
- 22. CHAIN OF COMMAND APPEALS**
- 23. COMMENTS FROM FIREBOARD MEMBERS**
- 24. MEETING ADJOURNMENT**

Meeting adjourned at 7:01 p.m. The next regular meeting will be 11/16/2020 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 10/19/2020 Swartz Creek Area Fire Board meeting:

John Knickerbocker
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board