

REGULAR MEETING
November 16, 2020
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held, November 16, 2020, at Station 2. Chairman, John Knickerbocker, called the meeting to order at 6:00 p.m.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

City Representative, John Knickerbocker
City Representative, Rae Lynn Hicks
City Representative, Dave Spillane
City Representative, John Gilbert
Clayton Representative, Tammy Kapraun

Board Members Absent:

Clayton Representative, Brian Lipe
Clayton Representative, Tom Spillane

Staff Present:

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

Staff Absent: None

- 4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL**

- **Resolution 111620-01**

Motion by Tammy Kapraun
Second by John Gilbert

The SCAFB does hereby approve the November 16, 2020 agenda, as presented
Motion Carried

- 5. APPROVAL OF MINUTES**

Include where virtual participants called in from and why

- **Resolution 111620-02**

Motion by Tammy Kapraun
Second by Rae Lynn Hicks

The SCAFB does hereby approve the October 19, 2020 minutes, as amended
Motion Carried

CORRESPONDENCE:

- 6. INCIDENT SUMMARY REPORT**

- **Resolution 111620-03**

Motion by Dave Spillane
Second by John Gilbert

The SCAFB does hereby approve the October 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 111620-04**

Motion by Rae Lynn Hicks
Second by John Gilbert

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

9. BILLS LIST

- **Resolution 111620-05**

Motion by Tammy Kapraun

Second by Rae Lynn Hicks

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

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

Motion Carried

10. PAYROLL

- **Resolution 111620-06**

Motion by Dave Spillane

Second by Tammy Kapraun

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

Yes: Gilbert, Hicks, Kapraun, D. 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. HAZARD PAY DISBURSEMENT

NEW BUSINESS:

14. ITEMS TO BE REMOVED FROM INVENTORY

- **Resolution 111620-07**

Motion by Tammy Kapraun

Second by Dave Spillane

The SCAFB does hereby approve the disposal of air bottles

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

Motion Carried

15. MEMBERS TO PLACE ON PROBATION

- **Resolution 111620-08**

Motion by Tammy Kapraun

Second by John Gilbert

The SCAFB does hereby place Jacob Adams on probation with the SCAFD, for up to one year.

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

Motion Carried

- **Resolution 111620-09**

Motion by Rae Lynn Hicks

Second by John Gilbert

The SCAFB does hereby send the matter of hiring Brian Scott, as a part-time employee, to the By-Laws Committee.

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

Motion Carried

GENERAL INFORMATION:

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

Meeting adjourned at 7:01 p.m. The next regular meeting will be 12/21/2020 at Station 2 at 6:56 pm

Kim Borse
Accounting/Clerical Specialist,
Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 11/16/2020 Swartz Creek Area Fire Board meeting:

John Knickerbocker
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board