

REGULAR MEETING
November 18, 2019
SWARTZ CREEK AREA FIRE BOARD

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, November 18, 2019. Chairman, John Knickerbocker, called the meeting to order at 6:00 p.m.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Board Members Absent

City Representative, John Gilbert

Staff Present:

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

4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

• **Resolution 111819-01**

Motion by Tammy Kapraun
Second by Chris Gehringer

The SCAFB does hereby approve the November 2019 agenda, as presented
Motion Carried

5. APPROVAL OF MINUTES

Meeting date was incorrect. T. Spillane Twp Representative was corrected

• **Resolution 111819-02**

Motion by Chris Gehringer
Second by Tom Spillane

The SCAFB does hereby approve the October 2019 minutes, as corrected
Motion Carried

CORRESPONDENCE:

6. INCIDENT SUMMARY REPORT

• **Resolution 111819-03**

Motion by Tammy Kapraun
Second by Chris Gehringer

The SCAFB does hereby approve the October 2019 Incident Summary, as presented
Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

8. FINANCIAL REPORT

• **Resolution 111819-04**

Motion by Rae Lynn Hicks
Second by Tammy Kapraun

The SCAFB does hereby approve the October 2019 Financial Report, as presented
Yes: Engel, Gehringer, Hicks, Kapraun, Spillane, Knickerbocker
Motion Carried

9. BILLS LIST

• **Resolution 111819-05**

Motion by Tammy Kapraun

Second by Ken Engel

The SCAFB does hereby approve the October 2019 Bills List, as presented

Yes: Engel, Gehringer, Hicks, Kapraun, Spillane, Knickerbocker

Motion Carried

10. PAYROLL

• **Resolution 111819-06**

Motion by Chris Gehringer

Second by Tom Spillane

The SCAFB does hereby approve the October 2019 Payroll, as presented

Yes: Engel, Gehringer, Hicks, Kapraun, Spillane, Knickerbocker

Motion Carried

COMMITTEE REPORTS:

Health & Safety-Engel

Personnel-Kapraun

By-Laws-Hicks

OLD BUSINESS:

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

12. 2019-2021 FIRE AGREEMENT

13. GENERAL LIABILITY QUOTES: One quote received from Stevenson Company, in the amount of \$15,718.00

NEW BUSINESS:

14. 2020 MEETING SCHEDULE

• **Resolution 111819-07**

Motion by Tammy Kapraun

Second by Chris Gehringer

The SCAFB does hereby approve the updated 2020 meeting schedule

Motion Carried

GENERAL INFORMATION:

15. MUNICIPAL BILLINGS

16. FLOWER FUND BALANCE: *Donations to be made and fund will need to be replenished*

17. OPEN TO PUBLIC

18. COMMENTS OF FIRE DEPT PERSONNEL

19. CHAIN OF COMMAND APPEALS

20. COMMENTS FROM FIREBOARD MEMBERS

21. MEETING ADJOURNMENT

Meeting adjourned at 6:28 p.m. The next regular meeting will be 12/16/19 at Station 1 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 11/18/2019 Swartz Creek Area Fire Board meeting:

John Knickerbocker
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board