

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES
Monday, November 9, 2015

1. ROLL CALL

- A. Jim Herb called the meeting to order at 3:30 p.m.
Members Present: Jim Herb, David Pasquale, Susan Reister, Tim Wittenbach, Jeff Altoft
Absent: Carlton Blough

2. APPROVAL OF THE AGENDA

- A. IT WAS MOVED BY PASQUALE and supported by REISTER to approve the agenda as presented.
Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

- A. October 12, 2015 regular meeting. Herb mentioned Mayer was not spelled correctly. Olin responded she would make the change. Reister mentioned her name was also misspelled. Olin said she would make the corrections.

IT WAS MOVED BY REISTER and supported by PASQUALE to approve the minutes of the October 12 meeting. Yes – all. Motion Carried.

- B. October 29, 2015 Special Meeting. Letzmann mentioned the special meeting date of November 12, 2015 that was set at the last meeting, was not reflected in the minutes. Olin said she would make the change.

IT WAS MOVED BY PASQUALE and supported by REISTER to approve the minutes of the October 29, 2015 meeting as corrected. Yes – all. Motion Carried.

4. FINANCIAL REPORT

- A. Olin presented the financial reports. She noted all municipalities had paid the second quarter installments. She also presented the invoice from 5 Alarm to the board for the air paks in the amount of \$112,097.00. Olin said she will deduct \$40,000 for the Grand Rapids foundation grant received and take \$20,000 out of fund balance. The remainder of the invoice will be split three ways or \$17,375.66 to each jurisdiction.

IT WAS MOVED BY PASQUALE and supported by REISTER to approve the financial reports as presented. Yes – all. Motion Carried.

5. PUBLIC COMMENT

- A. No comments were received.

6. OLD BUSINESS

- A. Status of New Technology Hardware. Witherell said he is still waiting on pricing and a bid from Smart Guys located in Lowell and Best Buy for hardware. He added the software is currently up and running and he has been currently using his iPad.
- B. Review and Status of Recent Grant Submission. Frank mentioned he has recently applied to the Look committee to purchase forceable entry tools and safety devices totaling \$5500. Of this, \$1500 will be paid out of the fire fund. Herb questioned if the fire station washing machine was

placed on hold. Frank said he had the washer repaired and he may apply for a new washing machine in next year's budget.

7. NEW BUSINESS

- A. Insurance and Risk Management Discussion. Herb stated he has the Fire Authority's insurance policies for liability and the fire trucks insurance available if anyone would like to review them. He mentioned a representative from Berends Hendrick Stuit will attend the next regular meeting to discuss our insurance coverage.
- B. Overview and Discussion of Authority Agreement. Herb said he had not yet received a draft back for review. A review of the bylaws and meeting rules is scheduled for Tuesday, November 17 at Lowell City Hall in the upstairs conference room.
- C. Grant Proposal Discussion – New Grass Fire Equipment. Martin mentioned Ron VanOverbeek has been working with Nelson Motor Sports for pricing on grass fire equipment and the possibility of a cable grant. Overbeek mentioned a 6 x 6 unit was less money than the 4 x 4. He added Cannon Township recently purchased a unit to use on the ski slope located in their Township. Reister questioned why the 6 x 6 was less expensive? Herb questioned what this grass unit would add to the department? VanOverbeek mentioned versatility for large field fires. He added trucks have a tendency to get stuck, especially in the spring. Martin said the current demo unit is \$17,500 for everything. VanOverbeek added the pump unit is a 2009 and runs around \$25,000 new. He said this particular pump has the capability of releasing lots of water very quick. He said it is a very high quality pump. Reister suggested having Jason, owner of Riverside Power Sports in Lowell review the demo. Herb questioned if these need to be annually inspected the same as the other fire vehicles. Martin said no, they are not driven on the roads. Altoft questioned what major equipment may be needed next year by the Authority. Martin said possibly a \$6,000.00 washing machine and in 2017 there is the potential for a grass rig. Reister mentioned the utility task vehicle could be useful for hunting and snowmobile accidents. Chief Bukala mentioned the speed trailer purchased by the police department, was a 4 or 5 year old demo unit when purchased. Wittenbach felt it would be a good asset to the fire department. He said he would need to bring this item to the next board meeting.

IT WAS MOVED BY PASQUALE and seconded by REISTER to approve up to \$100 for Riverside motor Sports to look at the demo grass rig and provide a recommendation. Yes – all. Motion Carried.

VanOverbeek said he would be at Vergennes township Hall before 7:00 p.m. on Monday, November 16 and Lowell Township at 7:30 to show the boards the demo grass rig.

8. COMMITTEE REPORTS

- A. Capital Appropriations – No comments were received.
- B. Financial – No comments were received.

9. FIRE CHIEF REPORTS AND UPDATES

- A. Martin said there were 16 fire incidents and 42 medical responses for the month of October 2015. The total for the year is 640 calls. He said pump testing will be done on # 3, #5 and #6 the first week in November. He added his truck was inspected and MDOT did not approve his truck. He said the tie rods needed to be replaced on his truck. Martin said the air packs had arrived and will be in placed in the trucks by January 1st. Martin said training has been ongoing at the bowling

alley. He added that Cory has completed fire instructors training. Martin mentioned fireman count is down to 25 personnel. Martin said tuition is \$575 for a new fireman; however, the State “fireworks fund” absorbed the majority of the cost. Letzmann suggested when reviewing the guidelines, to possibly discuss tuition reimbursements.

10. MEMBER COMMENTS

A. No comments were received.

11. DATE FOR NEXT MEETING

A. Date for next meeting. Herb said a special meeting will be held Tuesday, November 17 at Lowell City Hall to discuss by-laws and meeting rules at 7:00 p.m. The next regular scheduled Fire Authority meeting is Monday, December 14, 2015 at the Lowell Fire station at 3:30 p.m.

IT WAS MOVED BY PASQUALE and supported by Reister to adjourn at 4:40 P.m. Yes – all. Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Suzanne Olin, Recording Secretary