

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES

Monday, April 11, 2016, 3:30 p.m.

Look Memorial Fire Station

1. ROLL CALL

Jim Herb called the meeting to order at 3:30 p.m.

Members Present: Jim Herb, Matt Mayer, Susan Reister, Tim Wittenbach, Jeff Altoft and Carlton Blough

2. APPROVAL OF THE AGENDA

IT WAS MOVED BY BLOUGH and seconded by REISTER to approve the agenda as presented.
Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

Approval of the Regular Meeting – minutes March 14, 2016 meeting. Wittenbach mentioned to add the verbage “not to exceed \$1000.00”.

IT WAS MOVED BY BLOUGH and seconded by ALTOFT to approve the minutes of the March 14, 2016 meeting. Yes - all. Motion carried.

4. FINANCIAL REPORT. Olin presented the financial reports. She stated fourth quarter invoices will be going out, and the authority has a cash balance of \$151,000.00.

5. PUBLIC COMMENT

6. OLD BUSINESS

- A. Update on new radios (Witherell) Witherell said the radios have been installed on engine 5 and everything working well. Chief Bukala mentioned the tower locations are critical to the new system working. He mentioned there was an incident whereby the Timpson Tower was not communicating with the tower in town and the simocast system. He said it was not the fault of the new radios.
- B. 2016-2017 Budget Approval Status. Herb questioned whether the boards approved the budget from a municipality standpoint. Altoft stated Interim DPW director Ron Woods had not had time to inspect the building but on a quick look felt that the building needed \$40,000 – 50,000 in repairs for cracking, windows and water infiltration. Wittenbach mentioned eliminating the additional \$1000 in the quarterly invoice for building up fund balance. Altoft questioned how many fire trucks are needed in the next five years. Herb said that decision will be up to new chief. VanOverbeek said in the year 2022 we are eligible for a new County truck. If our current truck is in good shape, and still meets inspections, the department could switch to a different rotation. He added in 2019, engine 6 may be scheduled to be replaced.
- C. Authority agreement status. Pasquale stated the city has signed the fire authority agreement with no changes.
- D. Fire chief hiring status. Herb thanked Reister for her assistance with the chief applications. He added the first independent panel consisting of Dave Murray of Ada Township, Mike Devries of Grand Rapids Township, Phil Dougherty of Bowne Township, Matt McConnan of Rockford Ambulance along with Peter Letzmann will meet next Tuesday April 19 at Vergennes Township Hall. Herb said each applicant is allowed twenty minutes and there are six applicants. Altoft questioned if the review board asks their own questions. Herb said everyone will have the same questions.

E. Grant status. Witherell mentioned the Grand Rapids Community Foundation deadline is approaching. He said he will be applying for a compressor for the SCBA's. Witherell said he is requesting \$1500.00 from the Look Fund for fire prevention equipment. Wittenbach mentioned the fire house subs grant.

IT WAS MOVED BY WITTENBACH and seconded by ALTOFT to support up to \$10,000 in water rescue gear from firehouse. Yes – all. Motion carried

F. Fire Building inspection. Altoft mentioned the fire station could use the bricks tuck pointed and the cement blocks could be resealed. Also water around the meters and the door casings has caused rusting. Altoft questioned if the mold had been addressed. VanOverbeek stated Servpro took care of the mold. Herb mentioned work should begin on a bid process for the repairs to the building.

7. NEW BUSINESS

8. COMMITTEE REPORTS.

- a. Capital Appropriations
- b. Financial

9. FIRE CHIEF REPORTS AND UPDATES

VanOverbeek mentioned the plaque is in for retired Chief Frank Martin. He added Martin is continuing in home rehab and waiting for a surgery date. He stated we had 26 fire incidents for the month of February 2016 and 30 medical responses for the month of February 2016. Herb questioned the current department's membership. VanOverbeek responded 24. Herb said wildfire training will be held April 22. VanOverbeek said at 5:30 the department will be burning switchgrass at Schreur's.

10. MEMBER COMMENTS. Blough questioned what should be planned for a party for retired Chief Martin. Altoft mentioned having office staff attend. Herb suggested having the new chief introduced at the same time. VanOverbeek said he would check with Martin and let the board know more details. Altoft questioned how Rockford Ambulance times when a call comes in. Wittenbach stated they have their own dispatch. Wittenbach suggested discussing with Matt from Rockford Ambulance on Tuesday. Bukala mentioned it depends on the availability of their ambulance too. VanOverbeek said there can be lots of variables involved. Altoft questioned if the department had a back up generator.

11. DATE FOR NEXT MEETING. Herb said the next meeting is Monday, May 9 and questioned if 3:30 was still a good time for everyone.

12. ADJOURNMENT

IT WAS MOVED BY ALTOFT to adjourn at 4:37 p.m. Yes – all. Motion carried.