

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES

Monday, September 12, 2016
At the Look Memorial Fire Station

1. ROLL CALL

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

Members Present: Jim Herb, Susan Reister, Tim Wittenbach, and Carlton Blough. Altoft arrive 3:55 p.m.
Pasquale arrived 3:45 p.m.

2. APPROVAL OF THE AGENDA

Herb said he would like to add an item under new business – tires for engine 6.

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

3. APPROVAL OF THE MINUTES

A. Approval of the regular meeting – minutes June 13th, 2016 meeting.

IT WAS MOVED BY REISTER and seconded by WITTENBACH to approve the minutes of the June 13th 2016 meeting. Yes - all. Motion carried.

Wittenbach questioned the closed meeting minutes and the revised. Olin will revise the special meeting minutes and provide at the next meeting.

B. Approval of the special meeting of August 23, 2016

IT WAS MOVED BY BLOUGH and SECONDED BY REISTER to approve the minutes of the AUGUST 23, 2016 special meeting as corrected. Yes. – all. Motion carried.

4. FINANCIAL REPORT

Olin presented the financial reports. Olin mentioned the authority had a little over \$200,000 in cash. She mentioned all three entities had paid the first quarter billing. Also, a separate line item was created for the chiefs pay.

Blough questioned if along with the financial reports, if the board could review the monthly payroll. He said at the township board meetings, the board is provided a copy of the payroll. Olin stated she would provide this in the next meeting packets.

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

5. PUBLIC COMMENT.

Police Chief Bukala mentioned the tornado sirens and the possibility of the Fire Authority paying for a portion of the annual maintenance fees. Wittenbach mentioned there were not any sirens currently in Vergennes Township. Bukala mentioned the sirens currently cover six square miles. Herb suggested this item be added to the next fire authority agenda.

6. OLD BUSINESS

A. The Standard Operating manuals have been assembled and distributed. Two individuals need a hard copy and Peter has an electronic version.

7. NEW BUSINESS

- A. Blough distributed a brochure regarding the Michigan Townships Association emerging issues in emergency services to be held Friday October 21 at the Bavarian Inn Lodge in Frankenmuth. Blough mentioned the State Fire Marshal will be attending. He added early registration is due by October 7. Herb suggested contacting Sue Olin if any board members are interested in attending.
- B. VanOverbeek mentioned Engine 6, a 2002, is currently 14 years old, and needs tires in the amount of \$2242 which includes the state pricing. Altoft questioned if the rims must be inspected. VanOverbeek said that was included in the quote from Wonderland. VanOverbeek said he checked with Wonderland Tire of Greenville and they have the equipment to do the change over of the tires. Wittenbach questioned if D & D could do the work.

IT WAS MOVED BY ALTOFT and seconded by REISTER to request three quotes to replace tires on Engine 6 at a cost not to exceed \$2242 plus mounting.

- C. Resignation of Matt Mayer and Appointment of Dave Pasquale.
Herb mentioned Matt Mayer is being replaced by Dave Pasquale. Herb said we need a motion to accept the resignation of Matt Mayer as boardmember and to add Dave Pasquale as a boardmember.

IT WAS MOVED BY REISTER and seconded by BLOUGH to accept the resignation of Matt Mayer and the appointment of Dave Pasquale to the fire authority board. Yes- all. Motion Carried.

- D. Fire Department Presentation. VanOverbeek said that Lieutenants Dean Krueger, Justin Soyka, Corey Velzen and Capt. Shannon Witherell all worked on the state of the department power point presentation that included management goals and objectives, equipment and capital purchases and equipment and capital improvements. In regard to equipment replacement, Witherell mentioned the fill station and compressor had a failure this past weekend. Wittenbach questioned the cost to repair it. Witherell stated gauges are \$200/piece and the entire system around \$35,000. Altoft added with multiple fires, it is not good to run out of air. Witherell further mentioned the rescue boat has been around 19 years. He stated the interest in rivers is growing and there is a need for a different type of boat to get in the rivers better. However, the boat trailer is in very good shape. Witherell added Medic nine is a very busy fire vehicle and replacement is scheduled for 2033. The mini medic is used for the Pink Arrow game, 4-H Fair, Relay for Life and 5K runs. Witherell discussed the capital equipment replacement list and the facilities maintenance needs. He also added the department has been working on the building maintenance punch list. In the future, he added there is a need for people staying overnight at the station. The area is growing and there will be a lot more calls.

In terms of training, Velzen mentioned needs in technical rescue, swift water rescue, confined space, high angle, ice water, EMT basic and agriculture rescue. Herb questioned on an agriculture medical call if you need to wait for mutual aide. Velzen said the department could be held liable for assisting with an accident.

Soyka mentioned the department is a customer related industry and the department continues to train first graders in fire safety. Wittenbach questioned if the pink arrow and chicken barbecue were all volunteer events. Witherell responded yes and it is an honor to be involved.

8. FIRE CHIEF'S REPORTS AND UPDATES – VanOverbeek said the department responded to 83 total incidents for the month of August, 25 fire related and 58 medical. He added the department has

completed the process of filling the vacant lieutenant position. We brought in Chief Alan Styles from Dalton to assist with the interview process. Sean Donahue was promoted. He started as a cadet and worked his way up. The Fallasburg festival is coming up September 17 and 18th and we will be cooking chicken on both days.

9. MEMBER COMMENTS

Wittenbach questioned revising the special meeting minutes and stated he felt replacing the Cascade system was important. Witherell said he could allow two weeks for sealed bids to purchase a new filling station, and eight psi Cascade cylinder. Blough mentioned utilizing fund balance. Herb said we could have a special meeting if needed to approve the bids. It was the consensus of the board to seek sealed bids to purchase a new breathing air compressor, standalone fill station, and eight 6000 psi Cascade cylinders. Altoft questioned if there was value in the current system. VanOverbeek responded he did not think so. Herb mentioned Saturday the Alto Pancake breakfast will be held. Altoft said the Lowell Airport fly in and pancake breakfast will be held on Sunday at the airport.

10. Herb said the next meeting would be held October 10.

IT WAS MOVED BY REISTER and seconded by WITTENBACH to adjourn at 6:05 p.m. Yes – all.
Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Suzanne Olin, Recording Secretary