

REGULAR MEETING
February 20, 2023
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held, February 20, 2023. Chairman, Tammy Kapraun, called the meeting to order at 6:00 p.m.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

City Representative, Rae Lynn Hicks
City Representative, Ken Brill
Clayton Representative, Tom Spillane
City Representative, John Gilbert
Clayton Representative, Tammy Kapraun
Clayton Representative, Brian Lipe

Board Members Absent:

City Representative, Mike Treiger

Staff Present:

Fire Chief, Dave Plumb
Attorney, Bill Cavanaugh
Acct./Clerical, Madison Warning

Staff Absent:

Others Present:

See sign in sheet

4. ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL

• **Resolution 022023-01**

Motion by John Gilbert

Second by Tom Spillane

The SCAFB does hereby approve February 20, 2023 agenda, as presented

Motion Carried

5. APPROVAL OF MINUTES

• **Resolution 022023-02**

Motion by John Gilbert

Second by Ken Brill

The SCAFB does hereby approve the January 16, 2023, minutes, as presented

Motion Carried

CORRESPONDENCE:

6. FIRE INCIDENT SUMMARY REPORT

• **Resolution 022023-03**

Motion by Raelynn Hicks

Second by John Gilbert

The SCAFB does hereby approve the January Fire Incident Summary, as presented.

Motion Carried

7. EMS INCIDENT SUMMARY REPORT

• **Resolution 022023-04**

Motion by Tom Spillane

Second by John Gilbert

The SCAFB does hereby approve the January EMS Incident Summary, as presented

Motion Carried

PROFESSIONAL SERVICE REPORTS:

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

9. FINANCIAL REPORT

• **Resolution 022023-05**

Motion by Brian Lipe

Second by Tom Spillane

The SCAFB does hereby accept the January 2023 Financial Report, as presented

Yes: Brill, Gilbert, Hicks, Kapraun, Lipe, T. Spillane

Motion Carried

10. BILLS LIST

• **Resolution 022023-06**

Motion by Raelynn Hicks

Second by Brian Lipe

The SCAFB does hereby accept the January 2023 Bills List, as presented

Yes: Brill, Gilbert, Hicks, Kapraun, Lipe, T. Spillane

Motion Carried

11. PAYROLL

• **Resolution 022023-07**

Motion by Brian Lipe

Second by Raelynn Hicks

The SCAFB does hereby accept the January 2023 Payroll, as presented

Yes: Brill, Gilbert, Hicks, Kapraun, Lipe, T. Spillane

Motion Carried

COMMITTEE REPORTS:

12. By-Laws-Lipe – No Report

13. Health & Safety-Hicks - No Report

14. Personnel-Kapraun

- a. Accountant Position – Presented by Fire Chief D. Plumb, interview for the position will take place before the next meeting

OLD BUSINESS:

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

• **Resolution 022023-08**

Motion by Tom Spillane

Second by Raelynn Hicks

The SCAFB does hereby allow the Chief D. Plumb to move forward with truck repairs that were discussed

Yes: Brill, Gilbert, Hicks, Kapraun, Lipe, T. Spillane

Motion Carried

- a. **2024 Apparatus Purchase status**

16. SCBA Status- Chief Plumb reported that the SCBA units should be arriving soon

17. Chair Person Vacancy

• **Resolution 022023-09**

Motion by Tom Spillane

Second by Raelynn Hicks

The SCAFB does hereby agree that the vacancy for the SCAFB Vice President remains until April 2023

Motion Carried

18. Check Fraud

19. 2023 Department Inventory

20. Resignation(s)

• **Resolution 022023-10**

Motion by Raelynn Hicks

Second by Tom Spillane

February 20, 2023

The SCAFB does hereby accept with regret the resignations of both Jordyn Neva and Scott Martin
Motion Carried

21. FDIC (Fire Conference)

• **Resolution 022023-11**

Motion by Raelynn Hicks

Second by Ken Brill

The SCAFB does hereby authorize up to 4 members of the fire department to attend the FDIC Fire Conference and authorizes them to spend up to \$4000.00

Yes: Brill, Gilbert, Hicks, Kapraun, Lipe, T. Spillane

Motion Carried

22. Thermal Imaging Camera

• **Resolution 022023-12**

Motion by Raelynn Hicks

Second by John Gilbert

The SCAFB does hereby accept the Chiefs recommendation to buy 2 thermal imaging cameras

Yes: Brill, Gilbert, Hicks, Kapraun, Lipe, T. Spillane

Motion Carried

GENERAL INFORMATION:

23. MUNICIPAL BILLINGS-January

24. FLOWER FUND BALANCE: \$(85.42)

25. RECOMMENDED APPARATUS REPLACEMENT SCHEDULE UPDATED

26. OPEN TO PUBLIC

27. COMMENTS OF FIRE DEPT PERSONNEL

28. CHAIN OF COMMAND APPEALS

29. COMMENTS FROM FIREBOARD MEMBERS

30. MEETING ADJOURNMENT

Meeting adjourned at 6:47 p.m. The next regular meeting will be 3/20/2023 at Station 1 at 6:00 pm

Madison Warning

Accounting/Clerical Specialist,

Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 11/21/2022 Swartz Creek Area Fire Board meeting:

Tammy Kapraun
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board