

SWARTZ CREEK AREA FIREBOARD REGULAR BOARD MEETING

May 20, 2024

6:00 P.M. Station 1

8100-B Civic Dr.

A regular meeting of the Swartz Creek Area Fire Board was held at Station #1, May 20,2024. Chairman, Tammy Kapraun, called the meeting to order at 6:00 p.m. The meeting was held at Swartz Creek Area Fire Department, Station 1- 8100 Civic Dr. Swartz Creek, Mi. 48473.

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**

Board Members Present:

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

Board Members Absent

City Representative, Rod Gardner (excused)

Staff Present:

Fire Chief, Dave Plumb (online via phone)

Others Present:

Nate Henry, 5411 Don Shenk
Jeff Kelley, SCAFD

- **AGENDA APPROVAL-ADDITIONS/CHANGES/DELETIONS**
Additional information to be added to agenda to authorize Chief Plumb as an authorized signer for Mission Square Administrator. Item #19. (See attached request)
Motion by Brill and seconded by Gilbert to approve agenda with the addition of Number 19.
The SCAFB does hereby accept the amended May 21, 2024, Agenda
Motion Carried
- **APPROVAL OF MINUTES**
Motion by Gilbert and seconded by Spillane to approve the April 15,2024 minutes.
The SCAFB does hereby accept the April 15,2024 minutes.
Motion Carried
- **CORRESPONDENCE**
#6 Fire Incident Summary Report
Motion by Brill and seconded by Lipe to accept.
The SCAFB does hereby accepts the April Fire Incident Summary Report.
Motion Carried
#7 EMS Incident Summary Report
Motion by Lipe and seconded by Spillane to accept.
The SCAFB does hereby accepts the April EMS Incident Summary Report.
Motion Carried

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- **PROFESSIONAL SERVICE REPORTS**

#8 April Fire Chief Report-Nothing to add to submitted report.

#9 April Financial Report

Motion by Spillane and seconded by Brill to accept.

The SCAFB does hereby accept the April 2024 Financial Report as submitted.

Yes-Lipe, Hicks, Kapraun, Spillane, Gilbert, Brill

Motion Carried

#10 April Bills List

Motion by Lipe and seconded by Gilbert to accept.

The SCAFB does hereby accepts the April 2024 Bills List as submitted.

Yes- Lipe, Hicks, Kapraun, Spillane, Gilbert, Brill

Motion Carried

#11 April Payroll

Motion by Lipe and seconded by Brill to accept.

The SCAFB does hereby accepts the April 2024 payroll as submitted.

Yes-- Lipe, Hicks, Kapraun, Spillane, Gilbert, Brill

Motion Carried

- **COMMITTEE REPORTS**

#12 By-Laws – Lipe, Kapraun, Brill Nothing to Report

#13 Health and Safety – Hicks, Kapraun, Plumb, Tabit, Cole, K. Diekman, Herr nothing to report.

#14 Personnel Committee-Gardner Kapraun, Hicks, nothing to report.

- **OLD BUSINESS**

#16 Apparatus status- All equipment currently in service as reported.

#17 Attorney Position- Chief currently trying to contact Mark Newman.

- **NEW BUSINESS**

#18 Workman's comp Proposal – To solicit bids for workman's comp coverage from July 1 2024-June 30, 2024

Motion by Brill and seconded by Spillane to authorize Chief Plumb to solicit bids due June 17, 2024.

The SCAFB does hereby accept/approve the workman's comp proposal.

Motion Carried

#19 Add Chief Plumb as Mission Square Administrator.

Motion by Spillane and seconded by Gilbert to add Chief Plumb as Mission Square Administrator.

The SCAFB does hereby add Chief Plumb as the Mission Square Administrator.

Yes--- Lipe, Hicks, Kapraun, Spillane, Gilbert, Brill

Motion Carried

- **GENERAL INFORMATION**

#20 Municipal Billings for April-Chief had brief report on water bill from City.

#21 Flower fund balance is \$105.42.

#22 Thank you from Jack King family included in packet.

- **#23 MEETING OPEN TO PUBLIC**

Nate Henry had questions.

#24 Comments of Fire Department Personnel (Through the Chief or his Designee)- none

#25 Chain of Command Appeals to the Fireboard. None

#26 Comments from Fireboard members.

#27 Meeting Adjournment

The meeting was adjourned at 1826. The next regular meeting will be on 6-17-2024 at 1800 at Station 1.

Minutes recorded by Rae Lynn Hicks in lieu of Dave Plumb.

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Tammy Kapraun
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board