

Solon-Centerville Fire Department  
Combined Board Meeting

Tuesday, May 31, 2007, 7:00 P.M.  
Cedar Fire Department Meeting Room  
8907 Railroad Ave., Cedar, MI 49621

MINUTES

**Call to Order**

**Pledge of Allegiance**

Carl Williams opened the meeting at 7:00 P.M. with the recitation of the Pledge of Allegiance.

Officers Present : Leonard Kelenske, Carl Williams, Joan Gauthier, George Rosinski, Robert Dezelski, Shirley Mikowski, Richard Pleva, Trina Pleva.

Officers Absent: Joe Czerniak and James Balesh

Guests Present: Al Rosinski, Dan Petroskey, Barry Mazurek, Mark Galla, Shaun Beady, Herb Sudemann, Lisa Lautner and Amanda Lautner.

**Approval of Agenda**

Motion by Robert Dezelski and supported by Joan Gauthier to approve agenda with the following addition under New Business: 2. Ambulance Cot. Motion carried.

**Approval of Minutes**

Robert Dezelski questioned the correspondence with regards to what the Boards responsibility and what are the legalities notifying the Leelanau Enterprise about regular and special meetings. Joan Gauthier will contact Evelyn Davis from MTA about this.

Motion by Leonard Kelenske and supported by Trina Pleva to accept the May 15, 2007 minutes with the addition of Officers Absent: James Balesh and Joe Czerniak. Motion carried.

**Correspondence**

Joan Gauthier contacted MTA to find out if it is necessary to have a public hearing to adopt the Establishing Fire Department Structure, Responsibilities and Accountability. The response from MTA is the Board may choose to have a public hearing, but it is not required by law to have a public hearing to adopt this ordinance.

**Treasurer's Report**

The Treasurers report was omitted due to the recent report given at the May 15, 2007 meeting.

**Unfinished Business**

**Ordinance to Establish Board Authority**

A card key system will be looked into to have better security.

***Establishing Fire Department Structure, Responsibilities and Accountability.***

The following is the response to the sections addressed at this meeting:

**1. Section 17: Public Contact**

The following sentence will be ommitted: Members of the public will be allowed in the fire

station only when accompanied by a member of the department.

**2. Section 16: Use of the Fire Station**

Controlled substances shall not be brought into the fire station. Alcohol may be allowed and limited to the meeting room only.

Added last sentence: Non-card holders may be allowed to the meeting room only.

**3. Section 17: Soliciting Donations**

Joan will work on revisions to this section and bring it back to the Board.

**4. Section 9: Safety**

Ommitt g) The Township Boards shall have previously deputized firefighters who direct traffic at the site of an emergency as traffic officers.

**5. Section 7: Chief Duties**

The Chief shall also be responsible for the following:

**9. Requesting individuals or committees to assist him/her in his/her duties.**

**6. Section 4: Basic Organizational Structure**

Assistant Chief **(1)**

Captains **(2) (minimum)**

Ambulance Captain/EMS Training Officer (1) (minimum)

Lieutenants **(2) (minimum)**

Safety Officer **(1) (minimum)**

Training Officer **(1) (minimum)**

Firefighters (Career or on-call)

EMT's/MFR's (Career or on-call)

With the advice of the Chief, Officers, Firefighter, EMS, the Township Board shall develop and approve job descriptions for each of these positions. The Township Boards, with the advice of the Fire Chief shall descriptions for each of these positions. Officers and firefighters shall be selected Based on experience, training, and qualifications, and who would, at the Township Boards discretion; best perform the duties associated with providing fire protection/EMS Services to the Citizens of Solon and Centerville Townships and areas of Kasson and Cleveland Townships under contract.

**7. Section 8: Firefighters**

Appendix A. Firefighters/Appendix B. EMT's and MFR's will be revised and added to.

**8. Section 3: Scope and Level of Services**

4. Emergency Medical Services at the ~~basic~~ EMT, MFR level

5. Ice Rescue, Water Rescue, Hazardous Materials Operations Level, Extrication, Snowmobile Rescue, Confined Space

EMS Services will be included in the ordinance.

**The Flow Chart/Chain of Command and Position Descriptions will be addressed at the next meeting.**

There are four firefighters that will be fitted for turn-out gear next week. There is some newer turn-out gear that can be utilized. If the gear fits properly than they should use it, otherwise new should be ordered.

Al Rosinski will be ordering enough gloves to provide each firefighter with minimal two pair. Extrication gloves used for accidents will be ordered for those that have been trained. The fire department members would also like a pair of light weight gloves for fighting grass fires.

There has been a leak in the aerial truck for the past four weeks. Al Rosinski called to have it looked at, but needs to follow through with getting the truck repaired.

**New Business**

Charter Communications will pay the construction cost for the installation of cable and internet service if we agree to a thirty six month contract for \$54.00 a month plus a one time installation fee of \$99.00. Shaun Beady will contact Centurytel for availability and cost. Carl Williams will call Charter to see if they will lower the monthly fee with the fact that Solon Township has agreed to give them right of way to install their cable.

A new cot will be ordered for the ambulance which may cost approximately \$3,500.00. The funds will come from the Hanni-Morenz Fund to pay for the new cot and any additional equipment needed for the ambulance.

Al Rosinski will provide a key to Shaun Beady for the file cabinets.

**Citizens Comments**

The next joint Fire Board meeting is scheduled for Thursday, June 28, 2007 at 7:00 P.M.

We have received seven applications for the full time EMT position. Al Rosinski stated that he will be receiving one more application. A letter will be sent to each application for their salary and benefit requirements

The Mutual Aid Agreement will be signed by the Supervisors and forwarded to

**Adjournment**

Motion by Robert Dezelski and supported by Trina Pleva to adjourn meeting. Motion carried.

Meeting adjourned at 9:06 P.M.

Respectfully submitted:

Shirley Mikowski/ Clerk