

Solon-Centerville Fire Department
Combined Board Meeting

~~Thursday~~ Tuesday, November 27, 2007, 7:00 P.M.
Cedar Fire Department Meeting Room
8907 Railroad Ave., Cedar, MI 49621

MINUTES

1. Call to Order

2. Pledge of Allegiance

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

Officers Present : Leonard Kelenski, Carl Williams, Joan Gauthier, George Rosinski, Robert Dezelski, Shirley Mikowski, Joan Gauthier, Richard Pleva, Joe Czerniak and James Balesh.

Officers Absent: None

Guests Present: Al Rosinski, Dan Petroskey, Shaun Beady, Tim Johnson, Barry Mazurek, Herb Sudemann, Brian Dezelski and students Jessica Roesler and Dylan Williams.

3. Approval of Agenda

Motion by Joan Gauthier and supported by Trina Pleva to approve agenda as amended: Omit 5. Treasurers Report. Motion carried 10-0.

4. Approval of Minutes

Motion by James Balesh and supported by George Rosinski to accept the October 30, 2007 meeting minutes with a correction under Contracts: should read Evelyn David instead of Evelyn Davis. Motion carried 10-0.

5. Treasurers Report

The Treasurers report was omitted

6. Correspondence

A letter was received from Lori Hill/IRS with an appointment time to meet with Shirley Mikowski on Thursday, December 6, 2007 at 9:30 A.M. The appointment refers to an employment tax compliance check with the IRS to see if the Fire Department is following all IRS regulations.

7. Fire Chief's Report

Al Rosinski reported to the Board the following:

- o National Park Service grant money in the amount of \$1,755.00 is being sent electronically to the bank account.
- o The combination to the Fire Department door will be changed by the December department meeting.
- o The Senate has passed a possible tax deduction for firefighters.
- o Charter Communications has been hooked up, but there are exposed cables. Al Rosinski will call Charter and have them bury the cables.
- o Upcoming budget and millage vote

8. New Business

E. Mutual Aid Calls

Shirley Mikowski read the letter from Glen Arbor's Fire Chief John Dodson (see attached). The letter was received by Chief Al Rosinski and Supervisors Carl Williams and Leonard Kelenski. The Leelanau Enterprise printed an article containing excerpts of the letter. The Board members were disappointed that they were not notified about the letter before the article was printed in the Enterprise and asked that this does not happen again. Chief Al Rosinski has been researching the calls that Chief Dodson has referred to and found there was one known call that Glen Arbor was dispatched due to only one employed full time employee. We have since then employed another full time employee. A county wide meeting for all Fire Departments is scheduled for this upcoming Thursday, November 29, 2007 to discuss the future of the Fire and EMS services provided in the County. The Supervisors and Fire Chiefs have been invited to attend. Robert Dezelski and George Rosinski will be attending as well.

8. Unfinished Business

A. Contracts

A contract will not be drawn up, but, a personnel policy will be written up in the near future.

B. Position Descriptions

The Position Descriptions for Fire Chief, Assistant Fire Chief, Captains, Lieutenants, Training Officer, Health Safety Officer, Firefighter and EMT/Firefighter were reviewed and revised at the September meeting. Joan Gauthier and Shirley Mikowski will work on updating the position descriptions with the revisions.

C. Personnel Policy

The personnel policy is a contract that protects the employer as well as the employee. A personnel policy will be developed to include the expectations of the day to day operations of the fire department and what benefits the full time employee receives. Joan Gauthier, Trina Pleva and Shirley Mikowski will work with Al Rosinski to develop personnel policy for the full time employees.

D. Fundraiser

Carl Williams received permission from Fr. Michael Janowski to use the Holy Rosary Church basement for the pancake breakfast. All the weekends are free to use in January. The Association will be in charge of the breakfast and decide what weekend works and bring it back to the Board.

E. Fire Department Members Recognition/Appreciation

The Board discussed how recognition and/or appreciation can be brought back to the fire department members. The fire department members suggested we have an appreciation dinner in February or March when everyone will need a morale booster.

8. New Business

A. End 90 Day Probationary

The probationary period ends on December 10, 2007 for the full time EMT's Tim Johnson and Shaun Beady. Tim Johnson's salary will increase to \$31,200.00 at the end of the probationary period and Shaun Beady's salary will increase to \$31,200.00 when he receives all the required certification. Shaun has completed his certification, but will not be able to have his final testing and is asking the Board to have his increase at the end of the probationary period instead of waiting for his certification. Motion by Trina Pleva and supported by George Rosinski to give Shaun Beady the salary to \$31, 200.00 at the end of the 90 day probationary period. Motion carried. 10-0

B. Pay for Officers Meeting

The Officers will be paid \$10.00 per meeting for attending an officers meeting.

C. Pay for Attendance Fire Board Meeting

It is an elective for the Fire Department members to attend the joint Fire Board meetings so there is no pay for the meetings. It is part of the job description for the Fire Chief to attend the joint Fire Board meetings so there is no pay for attending.

D. Millage

The present .5 mill will end in 2008. At the Annual meeting the Solon Township Board will request a .25 increase to the millage bringing it to .75. The request will be on the August ballot, and provided it passes, it will be effective on the 2009 summer tax bills.

F. Electronic Reporting Start up Date

Electronic reporting of the EMS services startup date is July 2008

9. Citizens Comments

Herb Sudemann shared his concerns about Mark Galla using the title of Coordinator. There is no position of Coordinator in the Fire Department Chain of Command. When Steve Ward left the full time EMT position in February, Mark Galla was asked to help Shaun Beady with the billing. Since then Shaun is confident in taking care of the billing. The Board suggested that Al Rosinski thank Mark for all of his time and effort in helping with the billing and explain that the department has two full time employees that are responsible for the day to day operations which includes the billing.

10. Announcements

The next joint Fire Board meeting is scheduled for Tuesday, January 8, 2008 at 7:00 P.M.

11. Adjournment

Motion by Robert Dezelski and supported by George Rosinski to adjourn meeting. Motion carried.

Meeting adjourned at 8:37 P.M.

Respectfully submitted:

Shirley Mikowski/ Clerk