

Solon-Centerville Fire Department
Combined Board Meeting

Thursday, October 30, 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, Trina Pleva, Richard Pleva, Joe Czerniak and James Balesh arrived at 7:30P.M.

Officers Absent: None

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

3. Approval of Agenda

Motion by George Rosinski and supported by Leonard Kelenski to approve agenda as amended with the addition to New Business: D. Personnel Policy. Motion carried 8-0.

4. Approval of Minutes

Motion by Leonard Kelenski and supported by Joan Gauthier to accept the September 25, 2007 meeting minutes as presented. Motion carried 8-0.

5. Treasurers Report

The following Treasurers report was reviewed:

The Chase CD for \$10,633.35 has been renewed and Cleveland Township sent their second payment. The Hanni Morenz Fund is in CD's so we do not want to withdraw from this account to pay for the uniforms until the CD comes up for renewal.

Motion by Robert Dezelski and supported by Joan Gauthier to use the money from the General Fund to pay for the uniforms and ambulance cot and transfer funds back to the General Fund from the Hanni Morenz in April 2008. Motion carried 8-0.

Chase Bank Checking \$23,651.35, Chase Bank Fire Operating (General) \$3,431.60, Bank One Municipal Fire Operating (Gov't Oper) \$54,745.28, Bank One Municipal Savings (Gov't Oper) \$3,427.69, Chase CD \$10,633.57, Chase Bank Escrow-Memorial Fund \$1,110.35, Chase Bank Escrow-Memorial Fund CD \$10,832.31, Equipment Replacement (Chase Bank) \$5,123.13, CD's \$23,887.30, Northwestern Bank CD (General) \$5,772.51, Hanni Morenz (Northwestern Bank) CD \$28,701.07, Hanni Morenz (5th/3rd) 1st CD \$61,357.15, 2nd CD \$26,323.86 for a total of \$258,997.17.

Motion by Robert Dezelski and supported by Richard Pleva to accept the Treasurers report as presented. Motion carried 8-0.

6. Correspondence

The letter received from Daniel Hofstra is under New Business.

7. Fire Chief's Report

Al Rosinski reported to the Board the following:

- Chris Mikowski, Jeff Mikowski and Tim Johnson took the driver training with a cost of \$75.00 per member.
- Al gave a brief review on priority dispatch
- Gave a summary of the two day officers training class held at Northport
- All the members took the driving test on Saturday, October 27, 2007.
- Leelanau County Fire Chiefs Association will be putting on a Fire Officers class. The cost will be approximately \$5,000.00 and the cost will be shared by all the Fire Departments in the County.
- Ambulance brakes were shot and have been repaired
- Shaun Beady completed his Firefighters I and II exam and the drivers test
- Received reports from some of the five members that were required after their department physicals to see their family doctor
- Received notice that we may receive grant money from the National Park Service for \$1,755.00

8. Unfinished Business

A. Contracts

The Fire Board was to draw up a one year contract for Tim Johnson and Shaun Beady. Shirley Mikowski spoke with Evelyn ~~Davis~~ David from MTA about the contracts. Evelyn strongly advised against this and noted that contracts are drawn up and signed with contractual employees only, not with employees. A personnel policy will cover and protect the employer and employees. A 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 last meeting. The Board members received some of the revised descriptions. The Board tabled approving the Position Descriptions until all revised descriptions are received and reviewed.

C. Key Card System

The lock system proposed will cost approximately \$1,000.00 installed. This was discussed at great length and it was decided to keep the current lock system. The current system will be programmed with a new code semi-monthly and will be on a trial basis for six months.

D. Uniforms/Winter Jackets/Apparel

Shaun Beady and Tim Johnson received their uniforms and look very professional. The three jumpsuits for the on-call EMS crew have not been ordered as of date. It was discussed to have a fundraiser to purchase all the members new jackets. Some recommendations were a pancake breakfast, spaghetti dinner and possibly a raffle. Carl Williams will ask to use the Holy Rosary Church basement for the pancake breakfast for January and February. The Township Hall will be available for a spaghetti dinner at no charge.

E. Herb Sudemann/Gas Reimbursement

Herb Sudemann is attending EMT classes and asked the Board to be reimbursed for the gas used to attend class. The Fire Department members felt that it would set precedence for the future and recommend not to reimburse Herb for his gas. Motion by Robert Dezelski and supported by Leonard Kelenski to deny the request from Herb Sudemann for gas reimbursement. Motion carried. 9-0

8. New Business

A. Daniel Hofstra

A letter was received from Daniel Hofstra (see attached) stating that he would fight, on principal alone, not to pay the balance of his ambulance bill if we pursued it. The insurance company has paid \$450.00 of this bill. The balance owed is \$50.00. Shaun Beady explained the transport and the Board discussed this at length. A motion by Carl Williams and supported by Trina Pleva to accept the insurance payment and not anything more. Another discussion was held and the Board felt that Mr. Hofstra's letter was threatening. Shaun Beady explained that Mr. Hofstra was a second patient and a third EMT had to ride to transport this second person. Mr. Hofstra had his blood pressure checked several times and his knee was cleaned up. The previous motion was amended as follows: Motion by Carl Williams and supported by Trina Pleva to have North Flight pursue the co-payment of \$50.00 from Daniel Hofstra. Joan Gauthier opposed. Motion carried 8-1

B. Combined Fire Board Policy

Evelyn Davis from MTA asked if the Fire Board has a written policy within the Board. The biggest concern is to have written policy that determines how the combined board makes decisions. At present, the decisions can be made as long as there is a quorum present. Solon Township, at this time, prepares the checks and authorizes payment of the bills at their regular monthly meeting.

C. Fire Department Members Recognition/Appreciation

The Board discussed how recognition and/or appreciation can be brought back to the fire department members. Some of the suggestions were years of service, an appreciation dinner, bonuses, etc. The Board asked that the department members come back with their ideas of what they would like.

D. Personnel Policy

The personnel policy is the contract and 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.

9. Citizens Comments

Barry Mazurek gave up driving bus to help with the drivers test and lost in wages approximately \$120.00 for the day. Barry asked that the Board take this into consideration when working on next year's budget and to think about how the members can be reimbursed and/or compensated for some of the training hours.

Trina Pleva suggested having an Open House.

Joan Gauthier suggested a day of fun and competition for the members.

Shirley Mikowski asked that we come up with ideas for the recruitment program

Al Rosinski shared that he has received comments that the department is doing a good job and understand why we hired the two full time employees.

10. Announcements

The next joint Fire Board meeting is scheduled for Tuesday, November 27, 2007 at 7:00 P.M.

11. Adjournment

Motion by Robert Dezelski and supported by James Balesh to adjourn meeting. Motion carried.

Meeting adjourned at 8:47 P.M.

Respectfully submitted:

Shirley Mikowski/ Clerk