

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES

Monday, September 10th, 2018. 3:30pm.

At the Look Memorial Fire Station

1. ROLL CALL

Board Chair Jim Herb called the meeting to order at 3:30 p.m.

Members Present: Jim Herb, Carlton Blough, Tim Wittenbach, Susan Reister, David Pasquale and Mike DeVore. Also present: Peter Letzmann, Chief van Overbeek, Captain Witherell and Jerry Hale.

2. APPROVAL OF THE AGENDA

IT WAS MOVED BY PASQUALE and seconded by DEVORE to approve the agenda as presented. Yes-Herb, Wittenbach, Pasquale, Blough, DeVore, Resiter. Motion carried.

3. APPROVAL OF THE MINUTES

A. Approval of the regular meeting minutes from June 11th, 2018.

IT WAS MOVED BY BLOUGH and seconded by WITTENBACH to approve the minutes as Presented. Yes-Wittenbach, Herb, Blough, Pasquale, DeVore, Reister. Motion carried.

4. FINANCIAL REPORTS

IT WAS MOVED BY WITTENBACH and seconded by DEVORE to approve Financial Reports. Chair Herb will return to accountants for some clarification. Yes-Wittenbach, Herb, Blough, Pasquale, DeVore, Reister. Motion carried.

5. PUBLIC COMMENT

None. Public comment was closed.

6. OLD BUSINESS

A. Update on fire station repairs, upgrades and pending projects-

Chief van Overbeek provided updates on the HVAC system, the overhead doors and the Station lights. No motion was required.

B. Ongoing discussions regarding department manpower options-

The board discussed similar departments and their staffing models and the needs and call Volume of the department. IT WAS MOVED BY DEVORE and seconded by PASQUALE To have Chief van Overbeek provide a report on the needs, staffing levels and costs. Yes-Wittenbach, Herb, Blough, Pasquale, DeVore, Reister. Motion carried.

7. NEW BUSINESS

A. Review of accounting services-

Herb discussed the current issues with the accountants and the board discussed other options. No motion was necessary.

B. Discussion of future capital equipment needs over the next five years-

The board and Chief van Overbeek discussed the needs and wants of the department vehicles. No motion was necessary.

8. COMMITTEE REPORTS

A. Capital Appropriations

B. Financial

9. FIRE CHIEF REPORT AND UPDATES

Chief van Overbeek provided the Board with his report. Included were the reports from June, July and August, an update on the tender was provided under Old Business, item A.

10. MEMBER COMMENTS

None.

11. DATE FOR NEXT MEETING

The next meeting is scheduled for October 8th, 2018 at 3:30pm.

13. ADJOURNMENT

IT WAS MOVED BY PASQUALE and seconded by DEVORE to adjourn at 4:43pm. Yes- Wittenbach, Herb, Blough, Pasquale, DeVore, Reister.. Meeting adjourned.

Respectfully submitted,

Jim Herb, Chairman

Mike DeVore, Recording Secretary