

**LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD**

**MEETING MINUTES**

**Monday, August 27, 2012, 4 p.m.**

**Look Memorial Fire Station**

1. ROLL CALL

The meeting was called to order at 4:04 p.m. by Chairman Jim Herb.

Members Present: Jim Herb, Tim Wittenbach, Carlton Blough, Susan Reister, Jake Callier and Jim Valentine.

Members Absent: None.

Others Present: Shawn Witherall, Roger Reed, Jerry Hale, Barry Getzen, Frank Martin, Sue Olin, Mark Howe.

2. APPROVAL OF THE AGENDA

Blough asked that the Roles and Responsibilities developed during a work session earlier in the year be added to the agenda as Old Business. Moved by Valentine, supported by Blough, to approve the agenda as amended. Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

A. June 25, 2012

Moved by Blough, supported by Wittenbach, to approve the June 25, 2012, minutes as presented. Yes – all. Motion carried.

4. FINANCIAL REPORTS

Sue Olin presented the financial reports. Moved by Valentine, supported by Reister, to approve the financial reports as presented. Yes – all. Motion carried.

5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)

There was no public comment.

6. OLD BUSINESS

A. Roles & Responsibilities

Blough had asked the municipalities to review the Roles and Responsibilities. Valentine commented that the Lowell City Council had reviewed them and there were no comments to bring back to the authority. Wittenbach stated that Vergennes Township reviewed them and thought they were good. Blough stated Lowell Township had reviewed them and that there were no comments. Moved by Callier, supported by Blough, to accept the Roles and Responsibilities as written to be reviewed on an annual basis. Yes – all. Motion carried.

## 7. NEW BUSINESS

### A. New Pumper Presentation

Shawn Witherall discussed tanker/pumper replacement options with the authority. A new one would cost \$350,000 to \$450,000 depending on the specifications. A used one would be between \$250,000 and \$350,000 depending on what is available. Herb asked that the Capital Appropriations Committee review the issue further.

## 8. COMMITTEE REPORTS

### A. Personnel Evaluation and Compensation

There was no report.

### B. Capital Appropriations

There was no report.

### C. Financial

There was no report.

## 9. FIRE CHIEF'S REPORT AND UPDATES

Fire Chief Martin presented his report for discussion.

## 10. MEMBER COMMENTS

There were no member comments.

## 11. DATE FOR NEXT MEETING(S)

Next meeting will be October 22, 2012, 4 p.m. at the Look Memorial Fire Station.

## 12. ADJOURNMENT

Moved by Wittenbach, supported by Callier, to adjourn. Yes – all. Motion carried.

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Jim Herb, Chairman

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Mark Howe, Recording Secretary