

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES
Monday, December 16, 2013, 3:30 p.m.
Look Memorial Fire Station

1. ROLL CALL

Chairman Herb called the meeting to order at 3:35 p.m.

Members Present: Jim Herb, Carlton Blough, Susan Reister, Dave Pasquale, Chris Schwab, Tim Wittenbach.

Members Absent: None.

Others Present: Frank Martin, Sue Olin, Bob Rogers, Roger Reed.

2. APPROVAL OF THE AGENDA

Moved by Pasquale, supported by Blough, to approve the agenda as presented. Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

Moved by Pasquale, supported by Reister to approve the minutes of the September 9, 2013, meeting as presented. Yes – all. Motion carried.

4. FINANCIAL REPORTS

Olin reviewed the financial reports with the board.

Moved by Schwab, supported by Blough, to accept 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. Frank Martin reported the payment for the new fire truck has been delayed but delivery of the truck has not been affected. He said we are anticipating an end of July or first of August delivery of the new truck.

B. Reister distributed a job description performance review. She requested the board review this.

C. Jim Herb questioned if there were any new activities planned for the department. Martin responded they are redoing the Fire Department SOGS (standard operating guidelines).

Martin also mentioned the department is applying to Fema for portable radios that are P25 compatible. It would be a \$24,000 grant to the Fire Authority and cost the Lowell Area Fire Authority \$2,000 as their match toward the grant.

7. COMMITTEE REPORTS

A. Personnel Evaluation and Compensation

Herb mentioned an evaluation of the fire chief will be done at some point.

8. FIRE CHIEF'S REPORT AND UPDATES

The fire chief's report was presented for discussion. He mentioned the trip to view the new truck went well and there were only minor changes to the final specs at no additional cost.

Herb questioned how many firemen the department currently has. Martin responded 26, maybe 27 in January.

Herb mentioned if there were any improvements planned for the fire barn. Martin mentioned maybe painting the floor in the garage. The cost would be \$12,000-\$18,000.

9. MEMBER COMMENTS

Blough questioned when the fire chief would be heading out to view the new fire truck. Frank responded June or July.

Blough mentioned the Authority needs to work on a 5 – 10 year plan of capital appropriations.

10. DATE FOR NEXT MEETING(S)

Next meeting is scheduled for January 20, 2014 at 3:30 p.m.

11. ADJOURNMENT

Moved by Wittenbach seconded by Reister to adjourn at 4:07 p.m.

Respectfully submitted,

Jim Herb, Chairman

Mark Howe, Recording Secretary