

**LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES**

Tuesday, June 17, 2014 at 3:30 p.m.

Look Memorial Fire Station

1. ROLL CALL

Chairman Herb called the meeting to order at 3:30 p.m.

Members Present: Jim Herb, Susan Reister, David Pasquale, Tim Wittenbach, Carlton Blough

Others Present: Frank Martin, Shannon Witherall, Bob Rogers, Steve Bukala and Suzanne Olin

2. APPROVAL OF THE AGENDA

IT WAS Moved by Pasquale, and supported by Reister to approve the agenda. Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

Moved by Pasquale, supported by Reister to approve the minutes of the May 19, 2014, meeting as amended. Yes – all. Motion carried.

4. FINANCIAL REPORT. Olin presented the financial reports and a preliminary budget.

5. PUBLIC COMMENT

No Comments were received.

6. OLD BUSINESS

A. New Fire Truck Update. Shannon stated the tank fabrication on the new truck is complete. The auxillary lights and camera have also been started. Next meeting we should have progressive photos of the truck. Martin said this truck is replacing the 1988 Ford which will be sold. We should hopefully receive between \$5,000 and \$20,000. Martin said he would have an appraisal of the truck for the next meeting.

7. NEW BUSINESS

A. 2014/2015 Budget Approval and 2013 Budget Amendments. Olin presented a preliminary budget for the 2014/2015 fiscal year that included one with having the floor painted with an additional amount of \$12,000 and one without. After much discussion, it was decided to approve the budget without the \$12,000 at this point and see how the Authority ended the fiscal year in terms of their fund balance.

Moved by Pasquale supported by Wittenbach to approve the 2014/2015 budget in the amount of \$287,272.00

Moved by Pasquale supported by Blough to approve the 2013-2014 budget amendments as presented.

8. COMMITTEE REPORTS

- A. Capital Appropriations. No comments were received.
- B. Financial. No comments were received

9. FIRE CHIEF'S REPORT AND UPDATES

Fire Chief Frank Martin presented his monthly reports. He mentioned the department had 25 fire calls and 39 medical calls in May. There have been a total of 287 calls for the year.

A retirement party will be held in July for Roger Reed and Tony McCaul. Together, they have 27 and 26 years with the department respectively.

Martin mentioned the state fire commission will pay the department \$600 for each inspection of firework facilities. Martin said the \$1800 will be ear marked for safety training. Herb questioned the plan for after July 1 who will do the inspections. Martin said it is difficult for an employee to have the time off from work for the required inspection training. Blough suggested at the next meeting to have a plan in place for future fire inspections. Martin added the City of Lowell fireworks ordinance is monitored by State Law.

10. MEMBER COMMENTS

There were no member comments.

11. DATE FOR NEXT MEETING(S)

Next meeting will be July 21, 2014 at 3:30 p.m.

12. ADJOURNMENT

It was moved by Wittenbach, seconded by Reister to adjourn at 4:09 Yes – all. Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Mark Howe, Recording Secretary