

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

**Monday, September 15, 2014 at 3:30 p.m.**

**Look Memorial Fire Station**

1. ROLL CALL

Jim 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 Witherell, Bob Rogers, Matt Mayer, Steve Bukala and Suzanne Olin

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF THE MINUTES

Moved by Wittenbach supported by Reister to approve the minutes of the August 18, 2014, meeting as presented. Yes – all. Motion carried.

4. FINANCIAL REPORT. Olin presented the financial reports.

Moved by Blough and seconded by Pasquale to approve the financial report as presented.  
Yes – all. Motion carried.

5. PUBLIC COMMENT

No Comments were received.

6. OLD BUSINESS

A. Shannon mentioned on September 26 and 27 training will be held in South Dakota for fire personnel. In Michigan, at Frontline, training for loose equipment and radio will be held. Blough mentioned we would like things done right. Herb questioned selling the 1998 Ford pumper #5. Shannon said we can list it ourselves or there is a company in Alabama that lists nationally that receives 7 percent of the sale price.

7. NEW BUSINESS

A. Martin mentioned now that the floors have been painted, the walls in the garage of the fire station need painting. He added Tip Top painting quoted painting the walls grey, doors and trim in the amount of \$4675 with ¼ down. Blough questioned the last time the walls were painted. Martin believed it was 15 years ago. Reister questioned if only one coat was needed. Martin responded primer and one additional coat.  
Moved by Pasquale and seconded by Reister to proceed with soliciting three quotes for painting the walls at the Fire Station.  
Yes-all. Motion carried.

Herb questioned if anything else needed to be done to the station before winter. Martin mentioned the rooftop heater was leaking, however Weathershield had repaired it.

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 report on 24 calls, 43 medical and 468 calls for August. He also mentioned two members had resigned in August for family and medical reasons. Martin added Captain Shannon Witherell has been taking care of fire inspections. Martin added he has replaced the rear tires on truck #4 because of broken belts and tires. Recent training has consisted of firefighter survival, rapid intervention and large area search training. Herb mentioned the grant progress for the purchase of air paks Martin mentioned he is waiting to hear from Fema in regard to the grant application. Martin felt he should know the status by October. If awarded, the grant would pay all but approximately five percent of the purchase of the air paks.

Herb questioned if any members of the board had suggestions for the review process of the Fire Chief. Reister questioned who would review the Chief. Herb responded a member of the committee, Chris Schaub and myself were to handle the review process. Reister mentioned she was available on Monday or Friday. The next meeting is scheduled for the 20th of October at 3:30.

It was moved by Pasquale, seconded by Reister to adjourn at 3:55 p.m. Yes – all. Motion carried.

Respectfully submitted,

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Jim Herb, Chairman

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Mark Howe, Recording Secretary