



301 East Main Street
Lowell, Michigan 49331
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LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING AGENDA

Monday, October 10, 2016 3:30 p.m.
Look Memorial Fire Station

1. ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE MINUTES
 - A. Approval of the Regular Meeting – September 12, 2016
 - B. Approval of the Closed Session Meeting – August 23, 2016
4. FINANCIAL REPORTS
5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)
6. OLD BUSINESS
 - A. Status of Board member's Standard Operating Manuals
 - B. Sharing of Tornado Siren Annual Maintenance Fees Review (Steve Bukala)
 - C. Reminder of Michigan Townships Assoc. Meeting on October 21st in Frankenmuth
 - D. Discussion and Potential Approval of Cascade Cylinders, Compressor and Filling Station
 - E. Station House Upgrade Review and Initiatives Needed for Repairs
7. NEW BUSINESS
 - A. UTV Equipment Opportunity (Chief van Overbeek)
 - B. Fire Department Open House – October 11, 2016
8. COMMITTEE REPORTS
 - A. Capital Appropriations
 - B. Financial
9. FIRE CHIEF'S REPORT AND UPDATES
10. MEMBER COMMENTS
11. DATE FOR NEXT MEETING(S)
12. ADJOURNMENT

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES

Monday, September 12, 2016
At the 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, Tim Wittenbach, and Carlton Blough. Altoft arrive 3:55 p.m.
Pasquale arrived 3:45 p.m.

2. APPROVAL OF THE AGENDA

Herb said he would like to add an item under new business – tires for engine 6.

IT WAS MOVED BY BLOUGH and seconded by REISTER to approve the agenda as revised.

Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

A. Approval of the regular meeting – minutes June 13th, 2016 meeting.

IT WAS MOVED BY REISTER and seconded by WITTENBACH to approve the minutes of the June 13th 2016 meeting. Yes - all. Motion carried.

Wittenbach questioned the closed meeting minutes and the revised. Olin will revise the special meeting minutes and provide at the next meeting.

B. Approval of the special meeting of August 23, 2016

IT WAS MOVED BY BLOUGH and SECONDED BY REISTER to approve the minutes of the AUGUST 23, 2016 special meeting as corrected. Yes. – all. Motion carried.

4. FINANCIAL REPORT

Olin presented the financial reports. Olin mentioned the authority had a little over \$200,000 in cash. She mentioned all three entities had paid the first quarter billing. Also, a separate line item was created for the chiefs pay.

Blough questioned if along with the financial reports, if the board could review the monthly payroll. He said at the township board meetings, the board is provided a copy of the payroll. Olin stated she would provide this in the next meeting packets.

IT WAS MOVED BY BLOUGH and seconded by REISTER to approve the financial report as presented. Yes – all. Motion carried.

5. PUBLIC COMMENT.

Police Chief Bukala mentioned the tornado sirens and the possibility of the Fire Authority paying for a portion of the annual maintenance fees. Wittenbach mentioned there were not any sirens currently in Vergennes Township. Bukala mentioned the sirens currently cover six square miles. Herb suggested this item be added to the next fire authority agenda.

6. OLD BUSINESS

A. The Standard Operating manuals have been assembled and distributed. Two individuals need a hard copy and Peter has an electronic version.

7. NEW BUSINESS

- A. Blough distributed a brochure regarding the Michigan Townships Association emerging issues in emergency services to be held Friday October 21 at the Bavarian Inn Lodge in Frankenmuth. Blough mentioned the State Fire Marshal will be attending. He added early registration is due by October 7. Herb suggested contacting Sue Olin if any board members are interested in attending.
- B. VanOverbeek mentioned Engine 6, a 2002, is currently 14 years old, and needs tires in the amount of \$2242 which includes the state pricing. Altoft questioned if the rims must be inspected. VanOverbeek said that was included in the quote from Wonderland. VanOverbeek said he checked with Wonderland Tire of Greenville and they have the equipment to do the change over of the tires. Wittenbach questioned if D & D could do the work.

IT WAS MOVED BY ALTOFT and seconded by REISTER to request three quotes to replace tires on Engine 6 at a cost not to exceed \$2242 plus mounting.

- C. Resignation of Matt Mayer and Appointment of Dave Pasquale.
Herb mentioned Matt Mayer is being replaced by Dave Pasquale. Herb said we need a motion to accept the resignation of Matt Mayer as boardmember and to add Dave Pasquale as a boardmember.

IT WAS MOVED BY REISTER and seconded by BLOUGH to accept the resignation of Matt Mayer and the appointment of Dave Pasquale to the fire authority board. Yes- all. Motion Carried.

- D. Fire Department Presentation. VanOverbeek said that Lieutenants Dean Krueger, Justin Soyka, Corey Velzen and Capt. Shannon Witherell all worked on the state of the department power point presentation that included management goals and objectives, equipment and capital purchases and equipment and capital improvements. In regard to equipment replacement, Witherell mentioned the fill station and compressor had a failure this past weekend. Wittenbach questioned the cost to repair it. Witherell stated gauges are \$200/piece and the entire system around \$35,000. Altoft added with multiple fires, it is not good to run out of air. Witherell further mentioned the rescue boat has been around 19 years. He stated the interest in rivers is growing and there is a need for a different type of boat to get in the rivers better. However, the boat trailer is in very good shape. Witherell added Medic nine is a very busy fire vehicle and replacement is scheduled for 2033. The mini medic is used for the Pink Arrow game, 4-H Fair, Relay for Life and 5K runs. Witherell discussed the capital equipment replacement list and the facilities maintenance needs. He also added the department has been working on the building maintenance punch list. In the future, he added there is a need for people staying overnight at the station. The area is growing and there will be a lot more calls.

In terms of training, Velzen mentioned needs in technical rescue, swift water rescue, confined space, high angle, ice water, EMT basic and agriculture rescue. Herb questioned on an agriculture medical call if you need to wait for mutual aide. Velzen said the department could be held liable for assisting with an accident.

Soyka mentioned the department is a customer related industry and the department continues to train first graders in fire safety. Wittenbach questioned if the pink arrow and chicken barbecue were all volunteer events. Witherell responded yes and it is an honor to be involved.

8. FIRE CHIEF'S REPORTS AND UPDATES – VanOverbeek said the department responded to 83 total incidents for the month of August, 25 fire related and 58 medical. He added the department has

completed the process of filling the vacant lieutenant position. We brought in Chief Alan Styles from Dalton to assist with the interview process. Sean Donahue was promoted. He started as a cadet and worked his way up. The Fallasburg festival is coming up September 17 and 18th and we will be cooking chicken on both days.

9. MEMBER COMMENTS

Wittenbach questioned revising the special meeting minutes and stated he felt replacing the Cascade system was important. Witherell said he could allow two weeks for sealed bids to purchase a new filling station, and eight psi Cascade cylinder. Blough mentioned utilizing fund balance. Herb said we could have a special meeting if needed to approve the bids. It was the consensus of the board to seek sealed bids to purchase a new breathing air compressor, standalone fill station, and eight 6000 psi Cascade cylinders. Altoft questioned if there was value in the current system. VanOverbeek responded he did not think so. Herb mentioned Saturday the Alto Pancake breakfast will be held. Altoft said the Lowell Airport fly in and pancake breakfast will be held on Sunday at the airport.

10. Herb said the next meeting would be held October 10.

IT WAS MOVED BY REISTER and seconded by WITTENBACH to adjourn at 6:05 p.m. Yes – all.
Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Suzanne Olin, Recording Secretary

LOWELL AREA FIRE AND EMERGENCY SERVICES SPECIAL BOARD
SPECIAL MEETING MINUTES
Tuesday, August 23, 2016, 4:30 p.m.
Lowell City Hall

1. ROLL CALL

Jim Herb called the meeting to order at 4:30 p.m.

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

Absent: None

IT WAS MOVED BY BLOUGH and seconded by ALTOFT to approve the agenda as presented.
Yes – all. Motion carried.

2. PUBLIC COMMENTS

3. NEW BUSINESS

A. Motion to go into closed session as provided by the open meetings act section 8 (a).

IT WAS MOVED REISTER and seconded by BLOUGH to go into closed session at 4:35 p.m.
Yes – all. Motion carried.

The Authority reconvened the meeting at 6:35 p.m.

IT WAS MOVED BY REISTER and seconded by BLOUGH to reconvene the special meeting at 6:35 p.m.
Yes – all. Motion carried.

4. MEMBER COMMENTS

5. DATE FOR NEXT MEETING.

The next meeting will be held September 11.

IT WAS MOVED BY REISTER and seconded by ALTOFT to adjourn at 6:42 p.m. Yes – all. Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Suzanne Olin, Recording Secretary

10/06/2016 03:09 PM

User: SUE

DB: Lowell Fire

CHECK DISBURSEMENT REPORT FOR LOWELL AREA FIRE AND EMERGENCY

CHECK DATE FROM 08/27/2016 - 10/06/2016

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
09/07/2016	FIRE	3448	LOWELL LIGHT & POWER	PUBLIC UTILITIES	920.000	336	589.72
09/07/2016	FIRE	3449	TIME EMERGENCY EQUIPMENT	OPERATING SUPPLIES	740.000	336	112.26
09/07/2016	FIRE	3450	CITY OF LOWELL	REPAIRS AND MAINTENANCE BUILDING	932.000	336	424.09
09/07/2016	FIRE	3451	NFPA	MISCELLANEOUS EXPENSE	955.000	336	175.00
09/07/2016	FIRE	3452	FUELMAN FLEET CARD	FUEL	741.000	336	21.18
09/07/2016	FIRE	3453	BERENDS HENDRICKS STUIT	INSURANCE	910.000	336	7,392.00
09/07/2016	FIRE	3454	MML WORKERS COMP FUND	WORKERS COMPENSATION	722.000	336	1,312.00
09/07/2016	FIRE	3455	AT&T	COMMUNICATIONS	850.000	336	361.09
09/16/2016	FIRE	3458	BERNARDS ACE HARDWARE	REPAIRS AND MAINTENANCE BUILDING	932.000	336	85.90
09/16/2016	FIRE	3459	MICHIGAN MUNICIPAL LEAGUE	MISCELLANEOUS EXPENSE	955.000	336	175.00
09/16/2016	FIRE	3460	NYE UNIFORM COMPANY	OPERATING SUPPLIES	740.000	336	90.00
				OPERATING SUPPLIES	740.000	336	325.00
				CHECK FIRE 3460 TOTAL			<u>415.00</u>
09/16/2016	FIRE	3461	CITY OF LOWELL	PUBLIC UTILITIES	920.000	336	119.76
09/16/2016	FIRE	3462	MAFC	TRAINING	957.000	336	225.00
09/16/2016	FIRE	3463	VERIZON WIRELESS	COMMUNICATIONS	850.000	336	80.02
09/16/2016	FIRE	3464	CONSUMERS ENERGY	PUBLIC UTILITIES	920.000	336	22.76
09/16/2016	FIRE	3465	RAVENNA FIRE DEPARTMENT	COMMUNICATIONS	850.000	336	1,000.00
09/16/2016	FIRE	3466	S. KENT CO. FIRE ACADEMY	TRAINING	957.000	336	25.00
				TRAINING	957.000	336	25.00
				CHECK FIRE 3466 TOTAL			<u>50.00</u>
				Total for fund 206 FIRE FUND			12,560.78

User: SUE

DB: Lowell Fire

PERIOD ENDING 10/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000-REVENUES						
206-000-507.000	FEDERAL GRANT FEMA	0.00	0.00	0.00	0.00	0.00
206-000-569.000	STATE GRANT	0.00	0.00	0.00	0.00	0.00
206-000-589.000	LOWELL TOWNSHIP EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
206-000-590.000	VERGENNES TOWNSHIP EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
206-000-591.000	CITY OF LOWELL EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
206-000-632.001	LOWELL TOWNSHIP	135,330.00	33,832.50	0.00	101,497.50	25.00
206-000-632.002	VERGENNES TOWNSHIP	125,404.00	31,351.00	0.00	94,053.00	25.00
206-000-632.003	CITY OF LOWELL	123,221.00	30,805.33	0.00	92,415.67	25.00
206-000-650.000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
206-000-677.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
206-000-689.000-FA-1501	LOOK FUND GRANT	0.00	0.00	0.00	0.00	0.00
206-000-689.000-FA-1503	LOOK FUND GRANT	0.00	0.00	0.00	0.00	0.00
206-000-690.000	GRAND RAPIDS FOUNDATION GRANTS	0.00	0.00	0.00	0.00	0.00
206-000-698.000	CABLE TV GRANT	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUES		383,955.00	95,988.83	0.00	287,966.17	25.00
TOTAL Revenues		383,955.00	95,988.83	0.00	287,966.17	25.00
Expenditures						
Dept 000-REVENUES						
206-000-860.000	TRAVEL EXPENSES	0.00	0.00	0.00	0.00	0.00
Total Dept 000-REVENUES		0.00	0.00	0.00	0.00	0.00
Dept 336						
206-336-702.000	SALARIES-PERMANENT	23,000.00	6,000.00	0.00	17,000.00	26.09
206-336-703.000	SALARIES-CUSTODIAL	1,500.00	0.00	0.00	1,500.00	0.00
206-336-707.000	SALARIES-TEMPORARY	150,840.00	28,791.00	9,770.00	122,049.00	19.09
206-336-709.000	SALARIES OVERTIME	0.00	0.00	0.00	0.00	0.00
206-336-715.000	SOCIAL SECURITY	13,415.00	2,592.44	724.37	10,822.56	19.32
206-336-717.000	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
206-336-718.000	PENSION	0.00	0.00	0.00	0.00	0.00
206-336-722.000	WORKERS COMPENSATION	7,000.00	1,312.00	0.00	5,688.00	18.74
206-336-727.000	OFFICE SUPPLIES	3,700.00	0.00	0.00	3,700.00	0.00
206-336-740.000	OPERATING SUPPLIES	45,000.00	930.22	0.00	44,069.78	2.07
206-336-741.000	FUEL	4,000.00	1,019.13	0.00	2,980.87	25.48
206-336-775.000	BUILDING MAINT & SUPPLIES	0.00	0.00	0.00	0.00	0.00
206-336-801.000	PROFESSIONAL SERVICES	34,000.00	0.00	0.00	34,000.00	0.00
206-336-850.000	COMMUNICATIONS	21,000.00	2,211.19	0.00	18,788.81	10.53
206-336-860.000	TRAVEL EXPENSES	4,000.00	224.64	0.00	3,775.36	5.62
206-336-910.000	INSURANCE	8,000.00	7,392.00	0.00	608.00	92.40
206-336-920.000	PUBLIC UTILITIES	16,000.00	2,155.90	0.00	13,844.10	13.47
206-336-930.000	REPAIR & MAINTENANCE	5,000.00	1,274.50	0.00	3,725.50	25.49
206-336-931.000	R & M/VEHICLES	15,000.00	83.79	0.00	14,916.21	0.56
206-336-932.000	REPAIRS AND MAINTENANCE BUILDING	10,000.00	1,125.93	0.00	8,874.07	11.26
206-336-940.000	RENTALS	0.00	0.00	0.00	0.00	0.00
206-336-955.000	MISCELLANEOUS EXPENSE	5,500.00	902.22	0.00	4,597.78	16.40
206-336-957.000	TRAINING	6,000.00	275.00	0.00	5,725.00	4.58
206-336-980.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
206-336-981.000	FIRE VEHICLES	0.00	0.00	0.00	0.00	0.00
206-336-982.000	FIRE RESCUE PUMPER	0.00	0.00	0.00	0.00	0.00
206-336-986.000	EQUIPMENT	11,000.00	1,668.00	0.00	9,332.00	15.16

10/06/2016 02:47 PM

REVENUE AND EXPENDITURE REPORT FOR LOWELL FIRE AUTHORITY

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User: SUE

DB: Lowell Fire

PERIOD ENDING 10/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 206 - FIRE FUND						
Expenditures						
Total Dept 336		383,955.00	57,957.96	10,494.37	325,997.04	15.09
Dept 426-EMERGENCY MANAGEMENT						
206-426-707.000-FLOOD13	SALARIES-TEMPORARY	0.00	0.00	0.00	0.00	0.00
206-426-715.000-FLOOD13	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
206-426-740.000-FLOOD13	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
Total Dept 426-EMERGENCY MANAGEMENT		0.00	0.00	0.00	0.00	0.00
Dept 441-DEPARTMENT OF PUBLIC WORKS						
206-441-707.000	SALARIES-TEMPORARY	0.00	0.00	0.00	0.00	0.00
Total Dept 441-DEPARTMENT OF PUBLIC WORKS		0.00	0.00	0.00	0.00	0.00
Dept 999						
206-999-999.990	CURRENT FUND CONTRA CHANGE	0.00	0.00	0.00	0.00	0.00
Total Dept 999		0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		383,955.00	57,957.96	10,494.37	325,997.04	15.09
Fund 206 - FIRE FUND:						
TOTAL REVENUES		383,955.00	95,988.83	0.00	287,966.17	25.00
TOTAL EXPENDITURES		383,955.00	57,957.96	10,494.37	325,997.04	15.09
NET OF REVENUES & EXPENDITURES		0.00	38,030.87	(10,494.37)	(38,030.87)	100.00

Fire Authority Payroll
September Runs Paid 10/7/2016

Name	Probie Pay																	Total
	Probie pay											Second						
	Call Hours	\$15.00 \$	Captain Hours	\$75.00 \$	Inspections Hours	\$11.00 \$	Lieutenant Hours	\$50.00 \$	Meeting Hours	\$11.00 \$	first Stage Hours	\$11.00 \$	Stage Hours	\$13.00 \$	Training Hours	\$11.00 \$		
Barle Benjamin j	0	\$0.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	3	\$33.00	0	\$0.00	6	\$66.00	\$154.00	
Bolan James	8	\$120.00	0	\$0.00	3	\$33.00	0	\$0.00	1	\$11.00	0	\$0.00	0	\$0.00	0	\$0.00	\$164.00	
Charron Kem	7	\$105.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$105.00	
DeVore Michael	15	\$225.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$225.00	
Donahue Sean	22	\$330.00	0	\$0.00	3	\$33.00	1	\$50.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$501.00	
Heftye Nigel	36	\$540.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$661.00	
Hendryx Dustin	9	\$135.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$256.00	
Hults Robert	30	\$450.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$571.00	
Jahnke Zachary S	0	\$0.00	0	\$0.00	1	\$11.00	0	\$0.00	2	\$22.00	38	\$418.00	0	\$0.00	9	\$99.00	\$550.00	
Johnson Charles	16	\$240.00	0	\$0.00	0	\$0.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$328.00	
Kelley Erik	18	\$270.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$391.00	
Krueger Dean	23	\$345.00	0	\$0.00	3	\$33.00	1	\$50.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$516.00	
Moskowitz David	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	2	\$22.00	34	\$374.00	0	\$0.00	9	\$99.00	\$495.00	
Ort Lynn	1	\$15.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$15.00	
Oswald James	22	\$330.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$451.00	
Putney Charles	23	\$345.00	0	\$0.00	0	\$0.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$433.00	
Rademacher Katie	0	\$0.00	0	\$0.00	3	\$33.00	0	\$0.00	1	\$11.00	0	\$0.00	13	\$169.00	4	\$44.00	\$257.00	
Soyka Justin	24	\$360.00	0	\$0.00	0	\$0.00	1	\$50.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$498.00	
Vandervest Blake	21	\$315.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$436.00	
Velzen Corwin	30	\$450.00	0	\$0.00	3	\$33.00	1	\$50.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$621.00	
Weaver Samuel	0	\$0.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	21	\$231.00	0	\$0.00	6	\$66.00	\$352.00	
Weiler James	19	\$285.00	0	\$0.00	3	\$33.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$406.00	
Witherell Nicole	12	\$180.00	0	\$0.00	3	\$33.00	0	\$0.00	1	\$11.00	0	\$0.00	0	\$0.00	6	\$66.00	\$290.00	
Witherell Shannon	32	\$480.00	1	\$75.00	41	\$451.00	0	\$0.00	2	\$22.00	0	\$0.00	0	\$0.00	6	\$66.00	\$1,094.00	
Total	368	\$5,520.00	1	\$75.00	87	\$957.00	4	\$200.00	39	\$429.00	96	\$1,056.00	13	\$169.00	124	\$1,364.00	\$9,770.00	

Fire Chief payroll
September 2016

10/05/2016

Employee Hours and Gross by GL Number Report
For Check Dates 09/01/2016 to 09/30/2016

Pay Code ID	Distribution	Sup Hours	Reg Hours	Gross	Check Date

0152 - VANOVERBEEK, RONALD J					
CHIEF	206-336-702.000	0.00	34.50	1,000.00	09/02/2016
CHIEF	206-336-702.000	0.00	35.00	1,000.00	09/16/2016
CHIEF	206-336-702.000	0.00	39.00	1,000.00	09/30/2016
Employee Totals:		0.00	108.50	3,000.00	

Distribution Totals:					
	206-336-702.000	0.00	108.50	3,000.00	
Grand Totals:		0.00	108.50	3,000.00	



Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department
301 E. Main St. Lowell, MI 49331
616-897-7354

Monday, October 03, 2016

Chief van Overbeek

September 2016 Divisions Report.

Fire Prevention Inspection Division:

In the Fire Prevention Inspection Division this month we preformed 10 inspections noting 12 violations including. We have attended several radio meetings gathering information for the November 911 ballot proposal.

Training Division:

During the month of September we have had two in house department trainings. The first took place on the 10th. It consisted of the firefighter physical agility and as well as knowing your SCBA. In the physical agility members had to perform a series of tasks that closely mimicked tasks they would be given on the scene of a structure fire. We had 5 officers and 14 fire fighters take part in the training. We trained for three hours on the 10th. The second training took place on the 24th. This training was on our yearly training in regards to Blood-borne pathogens, NFPA 1500, and the state of the department. There were 6 officers and 20 firefighters present for the 24th training. We trained for a three hours on the 24th.

Firefighter Hults and Firefighter Weiler are going to begin the Fire Officer I & II program.

Probationary members Zack Jahnke and David Moskowitz have begun the firefighter I & II class with the required NIMS ICS classes as well as the Courage to be safe/ Everyone goes home.

Public Education and Community Relations Division:

We ordered 500 coloring books from Hopper Printing in preparations for Fire Prevention week. We have also set up school tours and safety talks as well as getting thing prepared for the Fire Prevention Open House.

Best Regards,

Captain Shannon L. Witherell



Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department
301 E. Main St. Lowell, MI 49331
616-897-7354

Monday, October 03, 2016

Fire Authority Board:

We responded to 83 total incidents for the month of July, 25 fire related and 58 medical. This brings our total for the year to 587 calls.

We will be moving the new interns to probationary members.

We have completed the process of filling the vacant lieutenant position. We brought in Chief Alan Styles from Dalton Twp. to assist with the interview process. After a few hours of discussion we promoted Sean Donahue. Sean actually started as a cadet and worked his way up. The process was well received by the membership and we were pleased by the number of applicants (6).

No new updates on the explorer program at this time.

Members of the department presented the colors at the Lowell vs Rockford football game. We have also been invited to lead the walk at the pink arrow game on September 16th.

The Fallasburg fall festival is coming up September 17th & 18th. We will be cooking chicken again on both days.

We are continuing to work on the punch list provided by the DPW director regarding our station needs.

Shannon and I are reviewing all reports. The Sunday evening officer meetings have been very productive.

Please feel free to contact me at (616) 648-1478 with any questions or concerns.

Respectfully, Ron van Overbeek

Fire Chief, Lowell Area Fire Dept.

Lowell Area Fire Dept.

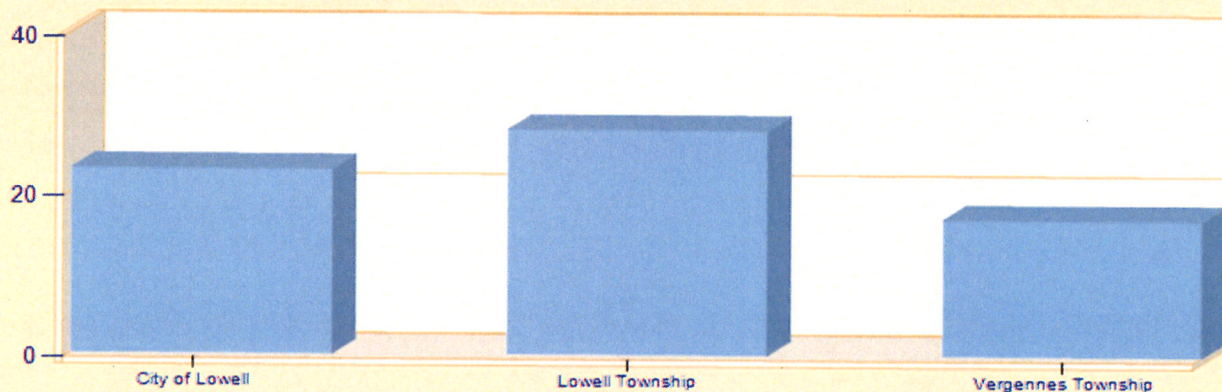
Lowell, MI

This report was generated on 10/1/2016 8:06:44 AM



Incident Type Count per Zone for Date Range

Start Date: 09/01/2016 | End Date: 09/30/2016



ZONES	INCIDENT TYPE	COUNT
City of Lowell - City		
	321 - EMS call, excluding vehicle accident with injury	17
	322 - Motor vehicle accident with injuries	1
	444 - Power line down	2
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	1
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for City of Lowell - City :</i>	23
Lowell Township - Lowell Township		
	321 - EMS call, excluding vehicle accident with injury	22
	420 - Toxic condition, other	1
	424 - Carbon monoxide incident	1
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	1
	700 - False alarm or false call, other	1
	736 - CO detector activation due to malfunction	1
	<i>Total Incidents for Lowell Township - Lowell Township:</i>	28
Vergennes Township - Vergennes Township		
	321 - EMS call, excluding vehicle accident with injury	11
	322 - Motor vehicle accident with injuries	3
	324 - Motor vehicle accident with no injuries.	1
	412 - Gas leak (natural gas or LPG)	1
	445 - Arcing, shorted electrical equipment	1
	<i>Total Incidents for Vergennes Township - Vergennes Township:</i>	17
Total Count for all Zone:		68