

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD

MEETING MINUTES

Monday, January 13, 2020. 3:30pm.

At the Look Memorial Fire Station.

**1. ROLL CALL**

Board Chair Jim Herb called the meeting to order at 3:30pm.

Members Present: Jim Herb, Tim Wittenbach, Jessica Marks, Carl Blough, Dave Pasquale and Mike DeVore.

Also present: Chief Ron vanOverbeek, Chief Stever Bukala, Bob Hults, Erik Kelly, Jerry Hale, Peter Letzmann, Susan Riester.

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY BLOUGH and seconded by MARKS to approve the agenda as presented.

Yes-Herb, Pasquale, Wittenbach, DeVore, Marks, Blough. Motion carried.

**3. APPROVAL OF THE MINUTES**

A. Approval of the regular meeting minutes from October 14th, 2019.

IT WAS MOVED BY PASQUALE and seconded by DEVORE to approve the minutes from the previous meeting. Yes-Herb, Wittenbach, Pasquale, DeVore, Marks, Blough. Motion carried.

**4. FINANCIAL REPORTS**

A. IT WAS MOVED BY DEVORE and seconded by PASQUALE to accept Financial Reports as presented. Yes-Herb, Pasquale, DeVore, Marks, Wittenbach, Blough. Motion carried.

**5. PUBLIC COMMENT**

None. Public comment was closed.

**6. OLD BUSINESS**

A. 2018/2019 Annual Financial Reports: Lauren from Gabridge and Co. presented the financial reports for last fiscal year. No motion was necessary.

B. 2019 Financial Review: Chris Brown presented the financial review for 2019. No motion was necessary.

C. Bylaw Review: Peter Letzmann presented the bylaws for review. IT WAS MOVED BY DEVORE and seconded by MARKS to approve the bylaws with a change to the meeting date. Yes-Herb, Wittenbach, Pasquale, DeVore, Blough, Marks. Motion carried.

D. McGrath Consulting contract: Herb presented the contract for McGrath Consulting for approval. IT WAS MOVED BY WITTENBACH and seconded by PASQUALE to approve the contract as presented. Yes-Herb, Wittenbach, Blough, Marks, Pasquale. No-DeVore. Motion carried.

E. Lew Bender Consulting: The consultation training session with Lew Bender is scheduled for January 30<sup>th</sup>, 2019 at 6:00pm. IT WAS MOVED BY DEVORE and seconded by BLOUGH to set the training date and time. Yes-Herb, Wittenbach, Blough, Marks, Pasquale, DeVore. Motion carried.

F. New Truck Review: DeVore and Wittenbach will meet with the Fire Chief to set a date and time to meet and discuss the new County truck set for replacement. No motion was necessary.

**7. NEW BUSINESS**

A. Election of 2020 Board Officers: Marks and Herb were both nominated and seconded for nomination to the Board Chair position. Votes for Herb were: Wittenbach, Herb and Pasquale. Votes for Marks were: DeVore, Marks and Blough. Vote was split and no decision could be reached. IT WAS MOVED BY DEVORE and seconded by BLOUGH to table the nominations for Board Chair. Yes-Herb, Wittenbach, Marks, Blough, Pasquale, DeVore. Motion carried.

IT WAS FURTHER MOVED BY MARKS and seconded by DEVORE to table the voting for the remaining spots. Yes-Herb, Wittenbach, Blough, Marks, DeVore, Pasquale. Motion carried.

B. 2020 Budget Review Process: There was no discussion or motion due to the tabled election votes.

C. Annual Fire Chief Review: There was no discussion or motion due to the tabled election votes.

D. 2019 FD Review and Presentation: Chief van Overbeek and the command staff will prepare a presentation for the March meeting. No motion was necessary.

**8. COMMITTEE REPORTS**

A. Capital Appropriations-None.

B, Financial-None.

**9. FIRE CHIEF REPORT AND UPDATES**

Chief van Overbeek provided the Board with his report for December and the year end. The Department ran 964 calls in 2019. That is up almost 100 calls over 2018. The 3 new hires will start orientation next week. An AED was delivered and in service. It was paid for with the refund from the new truck purchase.

**10. MEMBER COMMENTS**

-None.

**11. DATE FOR NEXT MEETING**

The next meeting is scheduled for February 10<sup>th</sup>, 2020 at 3:30pm.

**12. ADJOURNMENT**

IT WAS MOVED BY DEVORE and seconded by MARKS to adjourn at 4:31pm. Yes-Herb, Pasquale, DeVore, Marks, Wittenbach, Blough. Meeting adjourned.

Respectfully submitted,

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Jim Herb, Chairman

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Mike DeVore, Recording Secretary