

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES
Monday, October 10, 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 David Pasquale, Altoft arrived 4:00 p.m.

Members Absent: Carlton Blough.

2. APPROVAL OF THE AGENDA

Herb requested under New Business, Item C, Witherell provide information on grants.

IT WAS MOVED BY WITTENBACH and seconded by PASQUALE to approve the agenda with the addition of Item C, Under New Business, "Grant Update".

Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

A. Approval of the Closed Session Meeting – August 23, 2016

IT WAS MOVED BY PASQUALE and seconded by WITTENBACH to approve the minutes of the closed session meeting – August 23, 2016 adding Altoft as no. Yes - all. Motion carried.

B. Approval of the Regular Meeting – September 12, 2016

IT WAS MOVED BY PASQUALE and seconded by REISTER to approve the minutes of the September 12, 2016 meeting as presented. Yes – all. Motion carried.

4. FINANCIAL REPORT

Olin presented the financial reports. Olin mentioned the authority had \$196,000 in cash. She also mentioned the payroll reports had been provided for the board review.

Herb asked about used pagers. Witherell responded the department currently has ten.

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

5. PUBLIC COMMENT.

No comments were received.

6. OLD BUSINESS

A. Status of Board member's standard operating manuals. The standard operating manuals have been assembled and distributed. Two individuals need a hard copy and Peter has an electronic version.

B. Sharing of Tornado Siren Annual Maintenance Fees Review. Chief Bukala said he requested a recommendation from West Shore for the addition of two tornado sirens. The cost would be \$19,600 per site or \$21,400 including additional 2001 ac/dc remote siren sites. Bukala mentioned the sites needed would be Cumberland at Whispering Hills and one at Vergennes and Lincoln Lake. Herb requested Wittenbach and Reister present the tornado siren information to their boards.

C. Reminder of Michigan Townships Assoc. Meeting on October 21st in Frankenmuth. Herb mentioned there has been no interest thus far in attending the meeting in Frankenmuth.

D. Discussion and Potential Approval of Cascade Cylinders, Compressor and Filling station. Witherell explained the bid opening was held at City Hall for the purchase of a new breathing air compressor, standalone fill station and eight 6000 psi cascade cylinders. Bids were received from Douglas Safety,

\$50,990.21, Breathing Air systems \$46,680.86 and 5 Alarm and Safety in the amount of \$39,483. Witherell said the expected delivery is 6 -8 weeks. Witherell said he has the nuts and bolts of the specs as well. Herb questioned if the station came with a warranty. Witherell responded yes around the 2 year mark. Herb further asked if the cost included a trailer. Herb added the bid should be rounded up \$2000 for the required electrical hookups. Herb also questioned if training was required. Witherell explained the price include shipping, set up and training. Reister questioned the \$11,000 difference in the bids. Witherell felt the difference was because one was a name brand and that is why their bid was higher.

IT WAS MOVED BY WITTENBACH and seconded by PASQUALE to approve the bid from 5 Alarm in the amount of \$39,483 and \$1,517.00 for a total of \$41,000.00. The additional is for electrical hookups or set up. To be taken out of fund balance. Yes – all. Motion carried.

E. Station House Upgrade Review and Initiatives needed for repairs. Chief van Overbeek said he met with Rich LaBombard, Lowell City Public Works Director and some of the building upgrades have been completed. He added they have been doing repairs in-house as much as possible. van Overbeek mentioned the kitchen drain needs cleaned out and the sand trap. Also, when the station floor was painted, 3-4 cleanouts were covered. LaBombard provided the fire inspection dated 6/3 which ranked items from high to low. Herb mentioned having Canfield clean out the main sewer pipe and jet it out. van Overbeek said it is mainly sand from the sand traps. LaBombard stated Honeywell will be here Friday to look at temperature and lighting energy improvements. Herb questioned if Honeywell had completed the city review. LaBombard said they are doing it right now and that he has not seen the results. Wittenbach questioned if there were energy rebates available. LaBombard responded yes, available through Lowell Light and Power. Herb mentioned the water damage under the sink and that the cabinetry was warped. He stated the cause should be fixed. Herb also mentioned replacing windows and possibly tying in the project with the city.

7. NEW BUSINESS

- A. UTV Equipment Opportunity. van Overbeek mentioned he attended an event that had an opportunity to receive a free UTV from Platinum Power Sports of Rockford. The unit would be exchanged every 6 months at no cost. However, it would need approximately \$10,000 - \$14,000 in equipment.
- B. Fire Department Open House – October 11, 2016. van Overbeek stated an open house will be held on October 11 at the Lowell Fire Station. He added there will be vendors, snacks and cider. He mentioned Soyka will provide a fire engine simulator and State Farm and Servpro should be in attendance. v an Overbeek suggested next year, holding this event in conjunction with the Lowell Harvest Festival on Saturday.
- C. Grant Update. Witherell mentioned the Fema grant is coming up and he is looking into 3 Lucas Cpr assistants or an air boat. Altoft mentioned Fema grants and having too much fund balance. Altoft mentioned placing \$35,000 aside for building funds.

8. COMMITTEE REPORTS

- A. Capital Appropriations
- B. Financial

9. FIRE CHIEF'S REPORTS AND UPDATE

van Overbeek stated two of the new members have started fire school. He mentioned two are trained and one we haven't heard from. He mentioned at this time, we are attempting to get his pager back. He added the department is continuing to work on the building punch list. van Overbeek added Lynn Ort has retired after 24 years. Herb asked if the department should purchase a gift. van Overbeek said he

could take the cost of the gift out of the fire department fund. van Overbeek added that the tires have been replaced on engine 6. He added Fallasburg was a good success, however the department did not sell out of chicken dinners.

10. MEMBER COMMENTS

No comments received.

11. DATE FOR NEXT MEETING

Herb stated the next meeting will be held on November 14.

12. ADJOURNMENT.

IT WAS MOVED BY PASQUALE and seconded by REISTER to adjourn at 4:30 p.m. Yes – all.
Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Suzanne Olin, Recording Secretary