

---

# **MINUTES OF THE SPARTA FIRE BOARD MEETING**

NOVEMBER 19, 2015  
Sparta Fire Department Office

**Called to Order: 7:00 PM**

**Members present:** : Kristi Dougan (village-chair), Jayne Paasch (village), Bob Maier (twp), Bill Goodfellow (twp), Mark Anderle (twp) & Bob Whalen (village) and Gale Taylor (village) .

**Absent:** none

**Also present:** Chief Bolen, Deputy Chief Olney

**Approval of Agenda:**

Motion: Made by **Maier** to approve agenda.

Seconded: **Goodfellow**

**Motion Passed: 7-0**

**Public Comment:** None

**Approval of Minutes:**

Motion: Made by **Whalen** to approve minutes dated, October 7<sup>th</sup>, 2015

Seconded: **Goodfellow**

**Motion Passed: 6-1 (Paasch dissenting)**

**Approval of Bills:**

Taylor questioned what Minitor repairs are. Mobile radios. Flat rate repair plus parts.

What are insurance payments? One to Kent County which is the largest and various others.

Taylor questioned the current process for approval of bills. The fire board finance committee approved the invoices and signs the checks. The board then approves the payments. Anything over \$1000 has board approval before items are purchased.

Motion: Made by **Whalen** to approve October bills.

Seconded: **Maier**

**Motion Passed: 6-1 (Paasch dissenting)**

**Med 3 Calls:**

Dan stated that there was only 3% increase over last year in responses because of Med 3 calls. The "On Call" daily fire fighter responds to all Med call. KESD & ALS determines what the type of Med call there we be. In the past year there was a change in protocol on how and to determine the type of Med call.

The Board requested the Chief to contact KCSD if there will be any changes to the current process.

**Lines of Credit:**

The Dell & Home Depot lines of credit have been closed. The Sam's line of credit was reduced to \$3000 the same as the Sam's credit card. Only the Chief and Shawn Morton can use the Sam's line of credit.

All department invoices with the exception of Microsoft & Jungle Disc are currently being paid through the Department checking account. Microsoft & Jungle Disc are still being paid by Department credit card.

**Request to Purchase**

Dan Olney presented the request to purchase Depth Limiter Kit for Ventilation Saws.

It was thought that these devices were included with the saws but were not. The additional cost for the Depth Limiter from Four Seasons is less than the other quotes for the same products.

---

# ***MINUTES OF THE SPARTA FIRE BOARD MEETING***

Motion: Made by **Whalen** to purchase the Depth Limiter for a cost of \$767.88 and which should be included in the original equipment purchase funded within Millage 1

Seconded: **Goodfellow**

**Motion Passed: 7-0**

## **Budget Discussion:**

In the past the Fire Board hadn't requested the Chief to present a Department budget for the November board meeting. The Department's budget operates from April to March the same as the Township while the Village operates on January – December. The board has asked the Chief to have his budget for Board review at the January meeting. The board members are to submit to the Chief their individual "Top" goals for the Department. Each Board member is to submit these goals to the Chief by December 7<sup>th</sup>.

Taylor requested that Sharon/Village provide a break down for the Salaries budget line item. (Who and What is being accounted in this line item.

Cost recovery for all non-residents was discussed. The Department currently only pursues DUI cases through the courts. The Board requested the Chief to review the current policy for cost recovery.

Motion: Made by **Taylor** to explore the options for all cost recovery where the Fire Department provides support and revise the cost recovery policy for the December meeting.

Seconded: **Whalen**

**Motion Passed: 7-0**

## **Chief's Report:**

1058 calls YTD. For the last month 2 accidents with fatalities.

Last month the Department presented the "School Safety Program.

The Halloween party funded by the "Fire Fighters & Local Business" was a huge success. The "Special Needs Christmas Party" will be December 5<sup>th</sup> at 2:00 PM at Ridgeview. Estimated more than 150 will attend the event funded by the Fire Fighters and Donations.

Dan reported that the Department met with Kent County to review/discuss the county funding of \$194,000 towards a new vehicle. The county is getting information/specification for the new vehicle in 2017. The Department and Fire Board will need to determine the type of vehicle, combination of vehicles etc. before the county can write the RFP. The Board will review at next month's meeting the Chief's recommendations.

## **Next Regular Meeting Date**

December 17<sup>th</sup>, 2015 at 7:00 PM

The meeting will be at the fire station office.

## **Public Comment**

Rachel Ganczewski (department fire fighter) commented on the Med 3 calls. In her opinion Med 3 calls are needed resource for all the township residents and our tax payers count on the Department for their assistance. She also stated it's combination of KESD & ALS that determines what the type of Med call there we be and they can only be as good as the information that is presented to them.

Chairperson Dougan adjourned by Privilege at 8:55 PM

Minutes by W. Goodfellow 11-21-15