
MINUTES OF THE SPARTA FIRE BOARD MEETING

MARCH 24, 2016
Sparta Township Meeting Room

Called to Order: 7:00 PM

Members present: : Jayne Paasch (village), Bill Goodfellow (twp), Mark Anderle (twp), Bob Maier (twp), Bob Whalen (village) and Gale Taylor (village) .

Absent: Kristi Dougan (village-chair)

Also present: Chief Bolen & Deputy Chief Olney

Bob Whalen called meeting to order @ 7:00 PM

Approval of Agenda:

Motion: Made by **Taylor** to approve agenda with addition of proposed meeting dates.

Seconded: **Paasch**

Motion Passed: 6-0

Public Comment: None

Approval of Minutes:

Motion: Made by **Anderle** to approve minutes of February 18th, 2016.

Seconded: **Paasch**

Motion Passed: 6-0

Chief's Report:

There were 116 calls for the last 5 weeks. 2 fire assists, 5 PI accident and 2 illegal fire burns.

Algoma Fire Department requested the use of rescue transport "gator" for man injured in tree accident. The accident was off the road in a wooded area approximately ½ mile plus off the road. The gator was used to access the victim and transport him to the waiting helicopter.

Approval of Bills:

The monthly statements were not included in package sent to the board. Whalen asked the finance committee if they approved the bills/invoices for the past month. Their response was they had.

Motion: Made by **Maier** to approve February – March bills.

Seconded: **Goodfellow**

Motion Passed: 4-2 (Paasch & Taylor dissenting)

Whalen asked Paasch & Taylor why dissented; response was they wanted to see the monthly invoices.

New Business:

2016-2017 Operating Budget.

The Chief presented a 2016-2017 budget with a proposed increase of \$24,400. The Chief explain that the department has operated with the same budget since 2013. With the increase in dispatches/runs of over 50% in the past 3 years, the addition of Kent County dispatch fees of \$17,400 for 2017 and the additional accounting fees of \$8,000, the Chief is just asking for the additional operational fund to cover the additional accounting and dispatch fees.

Paasch & Tayler asked the Chief if there were other areas where operational costs could be reduced. Elimination of some fire fighters, shared turn out gear or remove excess equipment. The Chief responded that with the increase runs to over 1100 per year the department is just trying to maintain what they currently have.

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Motion: Made by **Goodfellow** to approve 2016-2017 operational budget of \$364, 400.

Seconded: **Maier**

Motion Passed: 4-2 (Paasch & Taylor dissenting)

2016-2017 Millage 1 & 2

The board discussed the proposed millage 1 & 2 funds for 2016-2017. The board has to approve every expenditure funded through each millage.

Motion: Made by **Taylor** to approve 2016-2017 millage 1 & 2 funds.

Seconded: **Goodfellow**

Motion Passed: 6-0

Bid for accounting services.

Whalen reviewed the proposed Sparta Fire Department request of bids for accounting service that the Chief had submitted. Knowledge of governmental accounting was included in the requirement along with responsibilities and additional requirements for audit. In discussion with Chief/Nancy there are 3-5 additional audit requirements that will be added to the requirements for bid.

Taylor asked if there is a requirement that the service be sent out bids and if the board had to accept the lowest bid. All purchases or service require the Chief to get bids for the purchase or service. The acceptance of the bid is up to the Fire Board where they determine which bid to accept which doesn't have to be the lowest bid.

Motion: Made by **Taylor** to send out the Department account requirements with the additions to prospective bidders and present the results at the April 21st meeting.

Second by **Anderle**:

Motion Passed: 6-0

2016-2017 Fire Board Meeting dates:

April 21st, May 19th, June 16th, (no July meeting), August 18th, September 15th, October 20th, November 17th, December 15th, January 19th, February 16th & March 16th 2017.

Fire Board Meeting location:

Discussion on why the meeting location was changed to Sparta Township meeting room.

Motion: Made by **Taylor** to have the Fire Board meetings at the Sparta Fire Station.

Second by **Goodfellow**:

Motion Passed: 6-0

Fire Authority:

Taylor requested the Chief looking into options for Fire Department funding with the creation of a Fire Authority. The planning data, ideas, requirements etc. and other departments operating through Fire Authority. The consensus of the boards was for the Chief to gather the information and present back to the board at the June meeting.

Next Regular Meeting Date

April 21st, 2016 at 7:00 PM at the Fire Station

Public Comment: none

Vice Chairperson Whalen adjourned by Privilege at 8:32 PM

Minutes by W. Goodfellow 3-27-16