
MINUTES OF THE SPARTA FIRE BOARD MEETING

JULY 21, 2016
Sparta Township Meeting Room

Called to Order: 7:00 PM

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

Also present:

Absent: Chief Bolen & Deputy Chief Olney
Kristi Dougan called meeting to order @ 7:00 PM

Approval of Agenda:

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

Seconded: **Paasch**

Motion Passed: 7-0

Public Comment: None

Approval of Minutes:

Motion: Made by **Whalen** to approve minutes of June 21st, 2016.

Seconded: **Anderle**

Motion Passed: 7-0

Chief's Report: N/A the Chief & Deputy Chief informed the board they will not be available for this month.

Approval of Bills:

June 1, 2016 through July 15, 2016.

Motion: Made by **Whalen** to approve bills June 1, 2016 through July 15, 2016.

Seconded: **Maier**

Motion Passed: 5-2 (Paasch & Taylor dissenting)

Bob Whalen asked Paasch & Taylor why they always voted against approving the bills.

Taylor stated he didn't think approving the bills after they are paid was correct the way to handle the approval. Whalen stated that it's the same process the village uses in the approval of bills.

New Business:

Role of Joint Fireboard: Dougan stated what she thought the role of the fire board was: Be accountable to village and township for the oversight of the Fire Department, the directions and goals of the Fire Board, ensure that department provides great services, manage the expenditures/budget of the department. Dougan stated she'd been informed that there might be some issues with "assignment of department personal" to runs, fires, accidents etc. and the management of the force. Taylor stated he's not comfortable making any statements or response when the Chief isn't present.

The Board asked Shawn Morton his opinion. Shawn stated: There are always some issues within the department during the year or month. They always vary but there can always be some issues but he didn't provide anything specific to the board. Shawn did state that "daytime" staffing and summertime is the hardest to keep the department fully staffed. Vacations and normal work schedules for fire fighter outside the township during the day time can hinder the staffing.

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Dougan asked if there was a policy on the use of “Departmental Vehicles”. Shawn stated it’s been a practice to allow on call fire fighter to take a vehicle to their resident if they reside near the outer limit of the township.

Dougan asked if there was a policy for non-departmental people riding in a Departmental vehicle. It doesn’t appear to a policy but the board agreed that unless it’s a medical emergency non-departmental people cannot be riding in Fire Department vehicles.

Outstanding Board Requests for Information/policy etc.: At several Fire Board meetings the board has information be provided.

May 19th meeting: List of all equipment & apparatus purchase from 1-1-15 through 6-30-2016, To provide written reports for all accidents, fires & Medical etc. (written summary of the graph that Dan Olney provides), Report of all Departmental Administration hours during a month that are not fire, accident, medical etc.

March 24th meeting: The Chief to look into options on a Fire Authority that includes planning data, ideas, requirements and other departments funding provided by a “Fire Authority”.

Accounting Update Finance Committee: Per Maier there seems to be no difference with the current accounting.

The board address the Department Operational budget. The fire department budget was submitted to the Fire Board on February 18th. The Fire board approved an Operational budget of \$364,440.00 and mileage Funds 1 &2 at the March 24th meeting.

The township approved their budget on March 10th that included an allocation of \$226,000 for the Fire Department. At the April 14th township meeting, the Fire Chief asked for additional operational funds for E911 and Accounting costs. The Township approved an additional \$15,000.00 to the Fire Department for their operational budget. The village had allocated \$113,000 in December to the Fire Department for their operational budget. At this time the Village has not approved any additional funds be allocated to the Fire Department operational fund. The current Joint Fire Protection Agreement states that any change would have to be approved by both parties.

Per the current Joint agreement, the Fire Department budget shall be submitted to the Village and Township by November 15th. (this mean that the Fire Board will have to approve the Fire Department 2017-2018 budget at October 20th 2016 meeting.

Next Regular Meeting Date

August 18th, 2016 at 7:00 PM at the Sparta Fire Station

Dougan adjourned by Privilege at 7:56 PM

Minutes by W. Goodfellow 7-24-16